

CITY OF SOUTH FULTON, GEORGIA
REGULAR MEETING - Southwest Arts Center 915 New Hope Road, Atlanta, GA 30331
Tuesday, April 25, 2023, 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

REGULAR COUNCIL MEETING AGENDA

- I. 4:00 p.m. Invocation
- II. 4:02 p.m. Pledge of Allegiance
- III. 4:03 p.m. Roll Call- Corey Adams, City Clerk
- IV. 4:04 p.m. Meeting Called to Order- Mayor khalid (*Times are estimates only)
- V. 4:05 p.m. Approval of City Council Meeting Minutes
 - 1. Request Council Approval of City Council Regular Meeting Minutes from March 28, 2023 (City Clerk)
 - 2. Request Council Approval of City Council Work Session Minutes from April 11, 2023 (City Clerk)
 - 3. Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from April 11, 2023 (City Clerk)
 - 4. Request Council Approval of City Council Special Called Meeting Minutes from April 11, 2023 (City Clerk)
- VI. 4:07 p.m. Adoption of Council Agenda
- VII. 4:15 p.m. Proclamation Presentations

5. 4:15 p.m. Proclamation Presentation recognizing Princess Barge
(Councilmember Rowell)

4:20 p.m. Proclamation Presentation recognizing Arlington Girl Scout Troop
3802 (Councilmember Reeves)

VIII. 4:30 p.m. Executive Session I

IX. 4:55 p.m. Special Agenda Item

6. 4:55 p.m. Request Council Approval of A Resolution to Approve a 6-Month
Contract for Interim City Manager Services

X. 5:00 p.m. Public Comment

Speakers will be granted a total of two (2) minutes each and public comments will not exceed thirty (30) minutes. Speakers will not be allowed to yield or donate their time to other speakers. Speakers must identify themselves and their addresses prior to speaking. Speakers may only address the Presiding Officer, shall observe all rules of decorum. No debate, disrespect or obscenities shall be tolerated. The Presiding Officer shall rule any such individual out of order that fails to comply with the foregoing.

XI. 5:30 p.m. Council And Interim City Manager Comments

XII. 6:00 p.m. Consent Agenda Items

7. Mayor/Council Proclamations for Spreading on the Minutes:
Reverend Toney Mosley, Sr. Appreciation Day (Mayor and Full Council)
Phi Delta Kappa Sorority, Inc. Appreciation Day (Councilmember Willis)
Delta Sigma Theta Sorority, Inc. Appreciation Day (Councilmember Willis)
Red Hat Society Appreciation Day (Councilmember Rowell)
Connie Evette Fulton Faudie Appreciation Day (Councilmember Willis)
Ivory Lee Young, Sr. Appreciation Day (Councilmember Willis)
Westlake High School Dance Ensemble Appreciation Day (Councilmember
Gumbs)

8. Request Council Approval of Board/Committee Appointments:

The City of South Fulton Convention and Visitors Bureau (SFCVB) seeks to appoint the following persons to the SFCVB Board of Directors:

- Deondra Askew
- Dante Dandrea

The following persons are recommended for appointment to the South Fulton Development Authority: (8 positions)

- Councilmember Rowell recommends John Deliagle
- Councilmember Gumbs recommends Dana Tucker-Davis and Mercedes Miller
- Councilmember Willis recommends Kimberly Mays
- Councilmember Reeves recommends Stacey Williams
- Councilmember Williams-Brown recommends Phyllis Minter
- Councilmember Pritchett recommends September Cooper

Councilmember Gumbs appoints Arelious Cooper to the Public Arts Commission.

9. Request Council confirmation of the following recorded development plats as approved by the City Engineer pursuant to Section 4.2.2.E of the Subdivision Regulations, Appendix D:

- 5600 Feldwood - Split (District 5)
- Anatole - Building 2300 (District 2)
- Fulton Industrial Park II – 6400 Fulton Industrial Blvd (District 1)
- Parkview Estates Phase 3 (District 3)
- 1508 Boat Rock – Lot Split (District 1)
- Creek View Circle – Lot Split (District 5)
- 5155 Cascade Road – Lot Split (District 1)
- Seville Estates – Lot Split (District 4)
- Hawks Ridge Subdivision – Preliminary Plat 3500 Cascade- Palmetto Highway (District 4)

10. Request Council Approval of A Resolution Authorizing the South Fulton Fire and Rescue Department to Form A Mutual Aid Resource Pact Which Shall Be A Public Corporation; To Render And Receive Aid And Assistance For Disastrous Incident Suppression Prevention, And Rescue/Medical Responses To/From Members Of The Georgia Mutual Aid Group; And For Other Lawful Purposes (Fire)
11. Request Council Approval of the Georgia Emergency Management Agency- Homeland Security Statewide Mutual Aid and Assistance Agreement (Fire)
12. Request Council Approval of A Resolution to Amend Resolution 2019-008 Which Established the City Environmental Committee and Encourage Environmental Protection; And for Other Lawful Purposes (CDRA)

13. Request Council Approval of A Resolution Proclaiming and Recognizing Arbor Day in the City of South Fulton; And For Other Lawful Purposes (Sponsored by Councilmember Reeves)

XIII. 6:05 p.m. Agenda Items

14. **PARKS, RECREATION AND CULTURAL AFFAIRS**

6:05 p.m. Second Read and Request Council Approval Of An Ordinance To Amend Title 7, Parks and Recreation Of The Code Of Ordinances, City Of South Fulton, GA To Add Chapter 9 Youth Commission; And For Other Lawful Purposes (Sponsored by City Council)

15. 6:10 p.m. Request Council Approval and Adoption of the Final Parks Master Plan as presented by Perez Planning and Design. (Parks, Recreation and Cultural Affairs)

16. **CONTRACTS AND PURCHASES**

6:20 p.m. Request Council Approval to enter into a seven (7) year lease purchase via sole source contract from Stryker Medical in the annual amount of \$144,374.68 for Defibrillators and Lucas Devices at a total cost of \$802,639.32. Funds are available for the 1st annual payment in the Fire Capital Budget. (Fire)

17. 6:25 p.m. Request Council Approval for the City of South Fulton to enter into a contract with Paryani Real Estate LLC to renovate the Sandtown Recreation Center utilizing the State contract in the amount of \$746,728.22 funded from the Public Works Capital Fund. (Public Works)
18. 6:30 p.m. Request Council Approval for the City of South Fulton to enter into a contract with Paryani Real Estate LLC utilizing the State contract to renovate the Jackson Music Store for Police Department evidence storage in the amount of \$468,524 funded from the Police Department Capital Fund. (Public Works)
19. 6:35 p.m. Request Council Approval for the City of South Fulton to enter into contract with Management Advisory Group to complete a Pay Classification and Compensation Study at a proposed cost of \$34,900 to be funded from the Human Resources Professional Services line. (Human Resources)
20. 6:40 p.m. Request Council Approval for permission for the City Manager to enter into negotiations with Omega 14, Inc. for the purpose of a Concert Promotion Services Annual Contract for the City of South Fulton in response to the scope of work in RFP#23-14. (Purchasing)
21. 6:45 p.m. Request Council Approval to purchase one large pool vehicle- 2023 Ford Expedition to accommodate employees and encourage carpooling in the amount of \$60,000 to be funded from the Public Works Department Capital Budget for Vehicles. (Public Works)

22. 6:50 p.m. First Read of An Ordinance To Amend Title 1, Administration, Chapter 9 Purchasing, Contracting And Disposition Of Property Of The Code Of Ordinances, City Of South Fulton, GA To Modify The City Manager's Purchasing Authority And For Other Lawful Purposes (Sponsored by Councilmembers Williams-Brown, Willis and Rowell)

23. **CITY COUNCIL AND CITY ADMINISTRATION (Mayor's Vetos)**

6:55 p.m. Request Council Approval of A Resolution to Amend Resolution No. 2022-029 Amending Protocols For Members of the Public Making Comments (Sponsored by Mayor khalid)

24. 7:00 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Ordinance To Amend Section 1-3002, Subsection (m) Executive Session, Chapter 3 - Mayor and Council of Title 1 - Administration, Regarding The Designation Of An Official Person Authorized To Take The Required Minutes During Executive Session; To Prohibit The Unauthorized Recordation Of Executive Session (Approved on March 28, 2023)

25. 7:05 p.m. -Council Consideration of Override of the Mayor's Veto of Council's Approval of An Ordinance Amending Sections 3.10A Role Delineation Subsection (3) And 4.13, City Clerk, Of The City Of South Fulton Charter (Approved on March 28, 2023)

26. 7:15 p.m. -Council Consideration of Override of the Mayor's Veto of Council's Approval of An Emergency Ordinance Declaring A State Of Emergency In The City Of South Fulton; Providing For City Meetings To Be Held Virtually (Approved on March 28, 2023)

27. **PLANNING, ZONING AND PERMITS**

7:24 p.m. Second Read and Request Council Approval of An Ordinance To Amend Section 16-2015, Eligibility For License Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances, Related To Eligibility Of Alcohol Applicant; To Amend Section 16-2021, Denial Of Application; And For Other Lawful Purposes (Sponsored by Councilmembers Willis and Rowell)

28. 7:30 p.m. First Read of TA23-002 An Ordinance To Amend The City Of South Fulton Zoning Ordinance, As Amended, For The Purpose Of Amending The Use Table To Allow For The Assembly /Banquet Hall Or Event Center Use In AG-1 (Agricultural) Zoning Districts Via Special Use Permit, And For Other Lawful Purposes. (Sponsored by Councilmember Gumbs)

29. 7:40 p.m. First Read of An Ordinance To Amend The City Of South Fulton Code Of Ordinances And The City Of South Fulton Zoning Ordinance By Amending Various Sections Of Title 5 – Zoning And Planning, For The Purpose Of Updating City Procedures; And For Other Lawful Purposes (CDRA)

30. 7:45 p.m. Second Read and Request Council Approval of Text Amendment TA-001: An Ordinance To Amend The City Of South Fulton Code Of Ordinances And The City Of South Fulton Zoning Ordinance To Bring The Ordinance In Compliance With Changes To The Zoning Procedures Law Implemented By HB 1405 (Georgia Laws At 881)

31. **REAL ESTATE**

7:50 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for Old National Highway, Project T265, Parcel 31; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary (ACQUISITION COST: \$6,200.00) (District 6 and 7)

32. 7:55 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for Old National Highway, Project T265, Parcel 37; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary (ACQUISITION COST: \$6,450.00) (District 6 and 7)

33. **PUBLIC SAFETY**

8:00 p.m. Request Council Approval to Amend A Resolution To Authorize the Creation of A Non Profit Foundation in Honor of Firefighter Felix M. Roberts to Aid, Support and Assist the City of South Fulton Fire Department. (FIRE)

34. 8:05 p.m. Request Council Approval of A Resolution By The City Of South Fulton City Council Directing The Chief Of Police To Explore The Implementation Of A Mental Health Co-Responder Program; And For Other Purposes. (Sponsored by Councilmember Gumbs)
35. 8:10 p.m. Request Council Approval A Resolution By The City Of South Fulton City Council Creating The South Fulton Police Citizens Academy; And For Other Purposes. (Sponsored by Councilmember Willis)
36. 8:15 p.m. Second Read and Request Council Approval of An Ordinance to Amend Title 13, Fire Protection and Prevention, Chapter 5, Emergency Management Services, of the City of South Fulton Code of Ordinances, For the Purpose of Amending the City's Regulations Related to Emergency Management Services (Fire)

37. **PUBLIC WORKS**

8:20 p.m. First Read Of An Ordinance To Amend Title 6, Health and Sanitation Chapter 2, Solid Waste Ordinance, Of The City Of South Fulton Code Of Ordinances, For The Purpose Of Amending The City's Regulations Related To Shopping Plazas; And For Other Purposes. (Sponsored by Councilmember Willis)

38. 8:25 p.m. First Read Of An Ordinance (Repealing and Replacing ORD2019-027) To Amend Title 14, environment, Chapter 12, Single-Use Plastics Regulations, Of The City Of South Fulton Code Of Ordinances, For The Purpose Of Banning Single-Use Plastics in the City of South Fulton, And For Other Lawful Purposes. (Sponsored by Councilmember Gumbs)

XIV. 8:30 p.m. Executive Session II (If needed)

When an Executive Session is Required, one will be called for the following issues:

1) Personnel, 2) Litigation or 3) Real Estate

XV. 10:00 p.m. Adjournment of Meeting

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Regular Meeting Minutes from March 28, 2023

DATE: April 25, 2023

SUBJECT: Request Council Approval of City Council Regular Meeting Minutes from March 28, 2023

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_RM_2023_3_28_Meeting DRAFT	Cover Memo	4/24/2023

CITY OF SOUTH FULTON, GEORGIA
REGULAR MEETING - Southwest Arts Center 915 New Hope Road, Atlanta, GA 30331
Tuesday, March 28, 2023, 4:00 PM



REGULAR MEETING MINUTES

- I. 4:00 p.m. Invocation
- II. 4:02 p.m. Pledge of Allegiance

Minutes:

The pledge of allegiance was recited in unison.

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	4:47 p.m.
Natasha Williams	District 6 Councilmember	Present	
Mark Baker	District 7 Councilmember	Present	

Following the roll call by the City Clerk, a quorum was established. Councilmember Reeves was present via Zoom.

- III. 4:04 p.m. Meeting Called to Order- Mayor khalid (*Times are estimates only)

Minutes:

The meeting was called to order by Mayor khalid kamau at 4:00 PM.

- IV. 4:05 p.m. Approval of City Council Meeting Minutes

Motion (Approve): Councilmember Willis

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Pritchett, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 1 Reeves

Minutes:

A motion was made to approve the following City Council Meeting Minutes:

Regular Meeting from February 28, 2023

Zoning Public Hearing from March 14, 2023

Work Session Meeting from March 14, 2023

The motion was approved 6-0. Councilmember Reeves was not present.

1. Request Council Approval of City Council Regular Meeting Minutes from February 28, 2023 (City Clerk)
2. Request Council Approval of City Council Work Session Minutes from March 14, 2023 (City Clerk)
3. Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from March 14, 2023 (City Clerk)

V. 4:07 p.m. Adoption of Council Agenda

Motion (Approve as Amended): Councilmember Gumbs

Second: Councilmember Willis

[Motion Approved]

Yea: 5 Gumbs, Pritchett, Rowell, Williams, Willis
Nay: 1 Sebastian
Abstain: 0
Not Voting: 1 Reeves

Minutes:

A motion was made to approve the agenda with the following amendments:

1. **Add walk on Resolutions by Councilmember Gumbs as follows:**
Council Approval of A Resolution Proclaiming The Month Of March As Black Business Month In The City, And For Other Lawful Purposes
Request Council Approval Of A Resolution Proclaiming The Month Of March As Women's History Month In The City Of South Fulton; And For Other Lawful Purposes
Request Council
2. **A correction was made to Item #31 noting the correct dollar amount should be \$488,014.93.**
3. **Request from Councilmember Rowell to remove Proclamation Presentation recognizing Princess Barge**
4. **Add item Requesting Council Approval to enter into negotiations with Omega 14, Inc. for the purpose of Concert Promotion Services per the scope of work in RFP# 23-12.**
5. **Move the Executive Session up to immediately after the Public Comment.**

The motion was approved 5-1. Councilmember Sebastian voted in opposition. Councilmember

VI. 4:11 p.m. Proclamation Presentations

4. Proclamation Presentation recognizing (the late) Representative Letitia “Tish” Naghise (Councilmember Pritchett)

Proclamation Presentation recognizing Princess Barge (Councilmember Rowell)

Proclamation Presentation recognizing Jacqueline (Jackie) Appling Underwood (Councilmember Willis)

Proclamation Presentation recognizing South Fulton Tire and Auto (Mayor Khalid)

Proclamation Presentation recognizing Westlake High School Theater (Mayor Khalid)

Minutes:

Proclamation Presentations presented in recognition of the following persons:

- **(the late) Representative Letitia “Tish” Naghise**
 - **Jacqueline Applin Underwood**
 - **College Park Tire and Auto**
 - **Westlake High School Theater**
-

VII. 4:40 p.m. Public Comment

Minutes:

There were 5 people who submitted public comments as follows:

- 1. Helen Vance, District 6: Comments regarding items 13,14, 16**
 - 2. Joyce Jones, District 1:Comments regarding item 29**
 - 3. Roger Mathis, District 7: Comments regarding items 7 and 23**
 - 4. Jewel Johnson, District 1: Comments regarding item 16**
 - 5. Reshard Snellings, District 1: Comments regarding item 21**
-

VIII. 5:10 p.m. Council Comments

IX. 5:40 p.m. Consent Agenda Items

Motion (Approve): Councilmember Rowell

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve the Consent Agenda.

The motion was approved unanimously.

Motion (Reconsider): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to reconsider the approval of the Consent Agenda.

The motion was approved unanimously.

Motion (Approve as Amended): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to remove item 9 from the Consent Agenda to the Regular Agenda and approve the Consent Agenda as amended,

The motion was approved unanimously.

5. Request Council confirmation of the following recorded development plats as approved by the City Engineer pursuant to Section 4.2.2.E of the Subdivision Regulations, Appendix D:

Woodbury Park (Tract 1) 6500 Fulton Industrial Blvd This Minor Plat splits a 39 Acre parcel into a 5.6 Acre Tract and a 33.35 Acre Tract (District 1)

Woodbury Park (Tract 3C) Riverside Drive This Minor Plat modifies the boundary between a 10.20 Acre Tract and a 12.87 Acre Tract (District 1)

TownPlace Suites Motel – (Ella Lane) This Minor Plat splits a 4 Acre parcel into a 2.3 Acre Tract and a 1.8 Acre Tract (District 7)

Goforth Family Property - (3493 Demooney Road) This Minor Plat combines a 0.72 Acre Tract and a 1.98 Acre Tract into a 2.7 Acre Parcel (District 2)

2814 Flat Shoals Land Split This Minor Plat splits a 1.9 Acre parcel into a 0.4 Acre Tract and a 1.5 Acre Tract (District 6)

Westlake 6301 – (Plummer Road) This Minor Plat combines a 21 Acre Tract, a 8 Acre Tract, a 4.4 Acre Tract and a 2 Acre Tract into a 35.4 Acre Parcel (District 1)

Oakhurst Glen Phase 3B This Final plat establishes a 5 Acre Subdivision with 18 Lots (District 4)

Oakhurst Glen Phase 4 This Final Plat establishes a 22 Acre Subdivision with 82 Lots (District 4)

Dillon Park This Re-Plat establishes a 13.4 Acre Subdivision with 66 Lots (District 3)

Morning Creek Phase 2 This Final Plat establishes a 5 Acre Town Home Community with 23 units (District 5)

Twin Shoals - Phase 1 and 2 This Final plat establishes a 38.2 Acre Subdivision with 62 Lots (District 2)

Creekside at Oxford Park - Phase 2 This Final plat establishes a 32.2 Acre Subdivision with 120 Lots (District 4)

Minutes:

Item approved as a part of the Consent Agenda.

6. Request Council Approval to enter into an agreement with Amplifund for grant management solution. The term is for a 1 year agreement with 2 option renewal at approximately \$26,000 per year with a one-time implementation and integration set up fee of approximately \$25,000. (Information Technology)

Minutes:

Item approved as a part of the Consent Agenda.

7. Request Council Approval to Purchase a 2023 GMC Sierra 3500HD 4WD V8 Truck for Narc/Gangs Unit (K9 Handler). Funds available in Police Capital Vehicles Line (Truck & Buildout - \$90,000.00) (Police)

Minutes:

Item approved as a part of the Consent Agenda.

8. Request Council Approval to Authorize Staff to select 1 Priority Environmental Services, LLC as the Lowest Most Responsive Bidder in response to IT- # 23-09 and enter into a Service Agreement with 1 Priority Environmental to perform Mold remediation at Sandtown Gym in accordance with the attached scope of work, in the amount of \$59,800 with a contingency of \$10,000 for a NTE of \$69,800. Funds are available in URA Funding (URA 4) (Public Works)

Minutes:

Item approved as a part of the Consent Agenda.

9. Request Council Approval of A Resolution To Authorize the Creation of A Non Profit Foundation in Honor of Firefighter Felix M. Roberts to Aid, Support and Assist the City of South Fulton Fire Department. (FIRE)

Motion (Approve as Amended): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

Item removed from Consent Agenda

A motion was made to approve A Resolution To Authorize the Creation of A Non Profit Foundation in Honor of the First Fire Chief Larry Few to Aid, Support and Assist the City of South Fulton Fire Department.

The motion was approved unanimously.

X. 5:45 p.m. Alcohol License, Rezoning, Variance and Modification Cases (For Motion and Vote)

10. 5:45 p.m. First Read of Text Amendment TA-001: An Ordinance To Amend The City Of South Fulton Code Of Ordinances And The City Of South Fulton Zoning Ordinance To Bring The Ordinance In Compliance With Changes To The Zoning Procedures Law Implemented By HB 1405 (Georgia Laws At 881)

Minutes:

FIRST READ

11. 5:47 p.m. U22-013: Request to consider a Special Use Permit (SUP) for the operation of a day care facility to an existing Place of Worship within the AG-1 (Agricultural) Zoning District on 6.83 +/- acres of land. The subject property is located at 4095 Stonewall Tell Road and within the Clifondale Overlay District. (District 3)

Motion (Approve): Councilmember Willis

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve U22-013: a Special Use Permit (SUP) for the operation of a day care facility to an existing Place of Worship within the AG-1 (Agricultural) Zoning District on 6.83 +/- acres of land. The subject property is located at 4095 Stonewall Tell Road and within the Clifondale Overlay District.

The motion was approved unanimously.

12. 5:50 p.m. Z23-002 and CV23-001 Request to rezone property from MIX (Mixed-Use Zoning District) to C-2 (General Commercial District) to construct a 4,794 square foot building with 96 parking spaces for a Chick-Fil-A restaurant. A Variance is also requested to allow for refuse location within the 40' setback. District 3 The subject property is located at HWY 92& Thompson Road (Parcel number: 09F300001170686) (District 3)

Motion (Approve w/ Conditions): Councilmember Willis

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve Z23-002 and CV-23-001: a request rezone from MIX to C-2 and the concurrent variance request to allow for a refuse location within the 40' setback with staff's conditions as enumerated in the staff report.

The motion was approved unanimously.

13. 5:55 p.m. Z23-001: Request to rezone property located at 6435 Old National Highway from C-1 (Limited Commercial District) to C-2 (General Commercial District) 2,041 acres to construct a building for quick service oil changes. (District 6)

Motion (Approve): Councilmember Williams

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve Z23-001: to rezone property located at 6435 Old National Highway from C-1 to C-2 with staff's conditions as enumerated in the staff report.

The motion was approved unanimously.

14. 6:00 p.m. Request for a new alcohol license for MRB INC., dba The 50 Yard Line for an alcohol license for the consumption sales of beer, wine and distilled beverages at 7490 Old National Hwy Ste 100, Riverdale, Ga. 30296. Staff recommendation is for the consumption sales of beer and wine only. (District 7)

Motion (Approve): Linda Pritchett

Second: Councilmember Willis

[Motion Approved]

Yea: 4 Gumbs, Pritchett, Williams, Willis
Nay: 3 Reeves, Rowell, Sebastian
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to to approve a new alcohol license for MRB INC., dba The 50 Yard Line

for the consumption sales of beer, wine and distilled beverages at 7490 Old National Hwy Ste 100, Riverdale, Ga. 30296.

The motion was approved 4-3. Voting in opposition were Councilmembers Rowell, Sebastian and Reeves.

Motion (Approve): Councilmember Rowell

Second: Councilmember Reeves

[Motion Failed]

Yea: 3 Reeves, Rowell, Sebastian

Nay: 4 Gumbs, Pritchett, Williams, Willis

Abstain: 0

Not Voting: 0

Minutes:

A substitute motion was made to hold the license request until an amendment to the alcohol license ordinance detailing the reinstatement process.

The motion failed for a lack of four affirmative votes. 3-4. Voting in opposition were Councilmembers Gumbs, Willis, Williams-Brown and Pritchett.

Motion (Approve): Councilmember Sebastian

Second: Councilmember Reeves

[Motion Failed]

Yea: 3 Reeves, Rowell, Sebastian

Nay: 4 Gumbs, Pritchett, Williams, Willis

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve a new temporary alcohol license for the consumption sales of beer, wine and distilled beverages at 7490 Old National Hwy Ste 100, Riverdale, Ga. 30296 until an amendment to the alcohol license ordinance detailing the reinstatement process.

The motion failed for a lack of four affirmative votes. 3-4. Voting in opposition were Councilmembers Gumbs, Willis, Williams-Brown and Pritchett.

15. 6:10 p.m. Request for an alcohol license change of ownership for KS Fairburn LLC. dba Cedar Grove Valero for an alcohol license for the retail sales of wine and malt beverages at 8700 Cedar Grove Rd, Fairburn, GA 30213.
(District 4)

Motion (Approve): Councilmember Sebastian

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Pritchett, Reeves, Sebastian, Williams, Willis

Nay: 0
Abstain: 1 Rowell
Not Voting: 0

Minutes:

A motion was made to approve an alcohol license change of ownership for KS Fairburn LLC. dba Cedar Grove Valero for an alcohol license for the retail sales of wine and malt beverages at 8700 Cedar Grove Rd, Fairburn, GA 30213.

The motion was approved 6-0-1. Councilmember Rowell recused from the vote due to an employee of Valero providing support to her campaign.

XI. 6:15 p.m. Agenda Items

16. Request Council Approval of A Resolution Proclaiming The Month Of March As Black Business Month In The City, And For Other Lawful Purposes

Motion (Approve): Councilmember Gumbs

Second: Councilmember Rowell

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve items 16-17 as a part of a group vote.

The motion was approved unanimously.

17. Request Council Approval Of A Resolution Proclaiming The Month Of March As Women's History Month In The City Of South Fulton; And For Other Lawful Purposes

Minutes:

Item approved as a part of group block vote for items 16-17.

18. Request Council Approval to enter into negotiations with Omega 14, Inc. for the purpose of Concert Promotion Services per the scope of work in RFP# 23-12.

Motion (Approve): Councilmember Gumbs

Second: Councilmember Williams

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve staff to enter into negotiations with Omega 14, Inc. for the purpose of Concert Promotion Services per the scope of work in RFP# 23-12.

The motion was approved unanimously.

19. SANITATION

6:15 p.m. Request Council Approval of A Resolution Authorizing the City To Enter Into A Solid Waste Billing and Collection Agreement with Fulton County, Georgia and the Fulton County Tax Commissioner (Public Works)

Motion (Approve): Councilmember Willis

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve A Resolution Authorizing the City To Enter Into A Solid Waste Billing and Collection Agreement with Fulton County, Georgia and the Fulton County Tax Commissioner.

The motion was approved unanimously.

20. CITY COUNCIL AND CITY ADMINISTRATION

6:45 p.m. Request Council Approval of A Resolution to Amend Resolution No. 2022-029 Amending Protocols For Members of the Public Making Comments (Sponsored by Mayor khalid)

Motion (Hold): Councilmember Willis

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made reconsider the previous vote and hold this item to allow staff to convert the

resolution to an ordinance. (The City Attorney advised that a resolution cannot amend an ordinance).

The motion was approved unanimously.

Motion (Approve as Amended): Councilmember Rowell

Second: Councilmember Willis

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve A Resolution to Amend Resolution No. 2022-029 Amending Protocols For Members of the Public Making Comments with an amendment to allow business owners of the City of South Fulton to speak regarding items appearing on the Council agenda.

The motion was approved unanimously.

21. 6:50 p.m. Second Read and Request Council Approval of An Ordinance To Amend Section 1-3002, Subsection (m) Executive Session, Chapter 3 - Mayor and Council of Title 1 - Administration, Regarding The Designation Of An Official Person Authorized To Take The Required Minutes During Executive Session; To Prohibit The Unauthorized Recordation Of Executive Session (Sponsored by Councilmembers Willis and Pritchett)

Motion (Approve as Amended): Linda Pritchett

Second: Councilmember Rowell

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve An Ordinance To Amend Section 1-3002, Subsection (m) Executive Session, Chapter 3 - Mayor and Council of Title 1 - Administration, Regarding The Designation Of An Official Person Authorized To Take The Required Minutes During Executive Session; To Prohibit The Unauthorized Recordation Of Executive Session with an amendment to change the word "may" to "shall" in paragraph 4.

The motion was approved unanimously.

22. 6:55 p.m. Second Read and Request Council Approval of An Ordinance To Amend Title 3, Building Regulations, Chapter 7, Economic Development Incentives, Of The City Of South Fulton Code Of Ordinances, Related To Family Entertainment Facilities (Sponsored by Councilmember Rowell)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve An Ordinance To Amend Title 3, Building Regulations, Chapter 7, Economic Development Incentives, Of The City Of South Fulton Code Of Ordinances, Related To Family Entertainment Facilities.

A motion was approved unanimously.

23. 7:00 p.m. First Read of An Ordinance To Amend Title 7, Parks and Recreation of the Code of Ordinances, City of South Fulton, GA to Add Chapter 9 Youth Commission (Sponsored by the Mayor and City Council)

Minutes:

FIRST READ

24. 7:05 p.m. Request Council Approval of An Emergency Ordinance Declaring A State Of Emergency In The City Of South Fulton; Providing For City Meetings To Be Held Virtually; Providing For An Effective Date (Sponsored by Councilmember Rowell)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 5 Gumbs, Pritchett, Rowell, Williams, Willis

Nay: 2 Reeves, Sebastian

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve An Emergency Ordinance Declaring A State Of Emergency In The City Of South Fulton; Providing For City Meetings To Be Held Virtually; Providing For An Effective Date.

The motion was approved 5-2. Councilmembers Sebastian and Reeves voted in opposition.

25. PUBLIC SAFETY

7:10 p.m. Request Approval of A Resolution Requiring Individual Room and Unit Inspections Be Performed Before Dispersement of Rental or Mortgage Assistance to Applicants (Sponsored by Mayor khalid)

Motion (Table): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams

Nay: 1 Willis

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to table A Resolution Requiring Individual Room and Unit Inspections Be Performed Before Dispersement of Rental or Mortgage Assistance to Applicants.

The motion to table was approved 6-1. Councilmember Willis voted in opposition.

Motion (Deny): Councilmember Willis

Second:

[Motion Failed for Lack of Second]

Yea: 0

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to deny A Resolution Requiring Individual Room and Unit Inspections Be Performed Before Dispersement of Rental or Mortgage Assistance to Applicants.

The motion failed to receive a second.

Motion (Approve as Amended): Councilmember Rowell

Second: Councilmember Reeves

[Motion Withdrawn]

Yea: 0

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve A Resolution Requiring Individual Room and Unit Inspections

Be Performed Before Dispersement of Rental or Mortgage Assistance to "property owners on behalf of the applicant" as amended.

The motion was withdrawn.

26. 7:20 p.m. Request Council Approval of A Resolution by the City of South Fulton City Council to Provide for Enhanced Public Safety and Trust Within the City by Requiring the Police Department to Modify its Hiring Standards to Exclude Any Applicant That Has A Sustained Excessive Uses of Force in His/Her Employment Background (Sponsored by Councilmembers Willis)

Motion (Approve): Councilmember Willis

Second: Councilmember Rowell

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve A Resolution by the City of South Fulton City Council to Provide for Enhanced Public Safety and Trust Within the City by Requiring the Police Department to Modify its Hiring Standards to Exclude Any Applicant That Has A Sustained Excessive Uses of Force in His/Her Employment Background.

The motion was approved unanimously.

27. 7:25 p.m. First Read of An Ordinance to Amend Title 13, Fire Protection and Prevention, Chapter 5, Emergency Management Services, of the City of South Fulton Code of Ordinances, For the Purpose of Amending the City's Regulations Related to Emergency Management Services (Fire)

Minutes:

FIRST READ

28. 7:30 p.m. Request Approval of A Resolution Adopting A Victim Assistance Policy to Provide Services and Assistance to Victims and Property Impacted by Disastrous Events (Fire)

Motion (Approve): Councilmember Gumbs

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve A Resolution Adopting A Victim Assistance Policy to Provide Services and Assistance to Victims and Property Impacted by Disastrous Events.

The motion was approved unanimously.

29. NEW CONTRACTS

7:35 p.m. Request Council Approval of An Intergovernmental Agreement For The Provision of Election Services for the November 7,2023 Election Between Fulton County, Georgia and the City of South Fulton, Georgia. Total cost of \$575,000 (\$388,065 for the General Election and \$183,402 for runoff, if needed.) Funding to be paid out of Clerk's FY2023 Budget and Contingency Fund. (City Clerk)

Motion (Approve): Linda Pritchett

Second: Councilmember Williams

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve An Intergovernmental Agreement For The Provision of Election Services for the November 7,2023 Election Between Fulton County, Georgia and the City of South Fulton, Georgia.

The motion was approved unanimously.

30. PIGGYBACK CONTRACTS (Osprey \$1 million, Pyrani LLC, \$132,889)

7:40 Request approval to enter into agreement with Osprey Management to provide external facility renovation for Burdett Recreation Center Phase 2 Exterior renovation (Does not include Site improvements) Agreement is a "piggyback" of Cooperative Agreement GA-ST08-040820-OML issued by Sourcewell a statewide cooperative organization. In the amount of \$49,187.41 with a contingency of \$10,000 to total \$59,187.41. Funds are available in FY23 Capital Improvement Budget. (Public Works)

Motion (Approve): Councilmember Rowell

Second: Councilmember Williams

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve items 30-33 as a part of a group vote.

The motion was approved unanimously.

31. Request approval to enter into agreement with Osprey Management to provide interior facility renovation of VIP pavilions, restrooms and green rooms at Wolf Creek Amphitheater, based on attached scope of work . The agreement is a "piggyback" of Cooperative Agreement GA-ST08-040820-OML issued by Sourcewell a statewide cooperative organization. The contract is in the amount not to exceed \$500,000 and budgeted in the FY 23 capital Improvement Budget for Wolf Creek Amphitheatre. (Public Works)

Minutes:

Item approved as a part of group block vote for items 30-33.

32. Request approval to enter into agreement with Osprey Management to provide Wolf Creek Amphitheatre Site Improvement-Parking Lot seal, coat and striping. The agreement is a "piggyback" of Cooperative Agreement GA-ST08-040820-OML issued by Sourcewell a statewide cooperative organization. The contract is in the amount of \$183,955.73 and budgeted in the FY 23 capital Improvement Budget for Wolf Creek Amphitheatre. (Public Works)

Minutes:

Item approved as a part of group block vote for items 30-33.

33. Request approval to enter into agreement with Osprey Management to provide site improvements for Burdett Recreation Center Phase 3 as stated in the detailed proposal. The agreement is a "piggyback" of Cooperative Agreement GA-ST08-040820-OML issued by Sourcewell a statewide cooperative organization, in the amount of \$266,286.22 with a 10% contingency a total of \$292,914.84 and is budgeted in the FY 23 Facility Capital Improvements. (Public Works)

Minutes:

Item approved as a part of group block vote for items 30-33.

34. 7:50 p.m. Request approval to enter into agreement with Paryani Real Estate LLC to provide interior facility renovation for Sandtown Recreation Center Phase 1 (Does not include gymnasium). The agreement is a "piggyback" of Statewide Contract# 99999-SPD-S20200901-00020 issued by the Georgia Department of Administrative Services in the amount of \$126,560.38 with a 10% contingency to total of \$132,889. Funds are available in URA Funding (URA 4) (Public Works)

Motion (Approve): Councilmember Rowell

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve agreement with Paryani Real Estate LLC to provide interior facility renovation for Sandtown Recreation Center Phase 1.

The motion was approved unanimously.

35. 7:55 p.m. Request for the authority to enter into a Statewide Contract Agreement with Integrated Security-Motorola Solutions, Inc. to spend an amount not to exceed \$150,000 for the parts and installation of physical security systems at city locations to include Phase I: South Fulton Tennis Center, Public Works Boat Rock location, Police Red Oak location, and funding for the pilot at Economic Development. After this is complete, staff will continue to move forward with the next set of locations. Funding is provided from Public Works Funding, Information Technology and ARPA funds. (Information Technology)

Motion (Approve): Councilmember Rowell

Second: Councilmember Williams

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve a Statewide Contract Agreement with Integrated Security-Motorola Solutions, Inc. to spend an amount not to exceed \$150,000 for the parts and installation of physical security systems at city locations to include Phase I: South Fulton Tennis Center, Public Works Boat Rock location, Police Red Oak location, and funding for the pilot at Economic Development.

36. REAL ESTATE

8:00 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for New Hope Road, Project T266, Parcel 47; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary. (ACQUISITION COST: \$2,900.00) (District 1)

Motion (Approve): Councilmember Rowell

Second: Councilmember Williams

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve items 36-40 as a part of a group vote.

The motion was approved unanimously.

37. 8:05 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for New Hope Road, Project T266, Parcel 66; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary. (ACQUISITION COST: \$6,000.00) (District 1)

Minutes:

Item approved as a part of group block vote for items 36-40.

38. 8:10 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for New Hope Road, Project T266, Parcel 62; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary (ACQUISITION COST: \$2,400.00) (District 1)

Minutes:

Item approved as a part of group block vote for items 36-40.

39. 8:15 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for New Hope Road, Project T266, Parcel 76; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary (ACQUISITION COST: \$7,100.00) (District 1)

Minutes:

Item approved as a part of group block vote for items 36-40.

40. 8:20 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for New Hope Road, Project T266, Parcel 71; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary (ACQUISITION COST: \$6,100.00) (District 1)

Minutes:

Item approved as a part of group block vote for items 36-40.

41. CHARTER CHANGE

8:25 p.m. Second Read and Request Council Approval Of An Ordinance Amending Sections 3.10A Role Delineation Subsection (3) And 4.13, City Clerk, Of The City Of South Fulton Charter (Sponsored by Councilmembers Sebastian, Williams and Willis)

Motion (Approve): Councilmember Sebastian

Second: Councilmember Williams

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve An Ordinance Amending Sections 3.10A Role Delineation Subsection (3) And 4.13, City Clerk, Of The City Of South Fulton Charter.

The motion was approved unanimously.

XII. 8:30 p.m. Executive Session (If needed)

Motion (Recess): Linda Pritchett

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0
Abstain: 0
Not Voting: 1 khalid

Minutes:

A motion was made to recess for Executive Session for Personnel, Real Estate and Litigation at 5:06 PM.

The motion was approved unanimously.

Motion (Reconvene): Councilmember Gumbs

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to reconvene from Executive Session at 7:56 PM.

The motion was approved unanimously.

Motion (Recess): Councilmember Gumbs

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 1 khalid

Minutes:

A motion was made to recess for Executive Session for Personnel, Real Estate and Litigation at 10:29 PM.

The motion was approved unanimously.

Motion (Reconvene): Councilmember Sebastian

Second: Councilmember Gumbs

[Motion Approved]

Yea: 5 Gumbs, Reeves, Rowell, Sebastian, Williams
Nay: 0
Abstain: 0
Not Voting: 3 khalid, Pritchett, Willis

Minutes:

A motion was made to reconvene from Executive Session at 12:36 PM.

The motion was approved 5-0. Councilmembers Willis and Pritchett were absent.

XIII. 10:00 p.m. Adjournment of Meeting

Motion (Adjourn): Councilmember Rowell

Second: Councilmember Sebastian

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 1 khalid

Minutes:

A motion was made to adjourn the meeting at 12:37 AM.

The motion was approved unanimously. The mayor was not present.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Work Session Minutes from April 11, 2023

DATE: April 25, 2023

SUBJECT: Request Council Approval of City Council Work Session Minutes from April 11, 2023

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_WS_2023_4_11_Meeting DRAFT	Cover Memo	4/24/2023

CITY OF SOUTH FULTON, GEORGIA
WORK SESSION - Welcome All Park Multipurpose Facility, 4255 Will Lee Rd, South Fulton,
GA 30349
Tuesday, April 11, 2023, 4:00 PM



COUNCIL WORK SESSION MEETING MINUTES

I. 4:00 p.m. Call to Order - Mayor khalid

Minutes:

The meeting was called to order by Mayor khalid kamau at 4:02 PM.

II. 4:01 p.m. Roll Call - Corey Adams, City Clerk

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	4:39 p.m.
Natasha Williams	District 6 Councilmember	Present	
Mark Baker	District 7 Councilmember	Present	

Following the roll call by the City Clerk, a quorum was established. Councilmember Gumbs was absent. Councilmember Reeves was present via Zoom.

III. 4:03 p.m. City Manager Items - Staff Reports

1. Finance Monthly Report (Presented by Karen Slaton-Dixon, Finance Director)
 - Briefing on city contracts/purchases exceeding \$25,000.00

Minutes:

Karen Slaton-Dixon, Finance Director presented the Financial Report for the month ending December 31, 2022.

Councilmember Willis request a comprehensive slide showing the approved budget, actual collections and actual expenditures for the TSPLOST Program.

2. City Manager Monthly Report (Presented by Don Toms, Acting City Manager)
 - Update City Initiatives Aligned with Strategic Plan

Minutes:

Don Toms, Acting City Manager presented the City Manager's monthly report.

Councilmember Willis requested a listing, schedule and map of the projects for TSPLOST II. She also request an update regarding when Champion Park will be addressed.

Councilmembers requested additional support from the CDRA regarding upcoming zoning projects.

3. Public Works Monthly Report (Presented by Antonio Valenzuela, Director, Department of Public Works)
 - Paving Conditions Presentation

Minutes:

Antonio Valenzuela, Director, Public Works Department presented the monthly Public Works transportation and facilities project update report.

Michael Morgan and Darryl Gardner with First Step provided a presentation regarding Paving Conditions in the City.

The Council expressed concern with not having a hard copy of the presentation. Staff advised that they would provide the report and a link to the data once it is complete.

Mayor khalid requested that staff provide a spreadsheet showing all outsourced services and when they are expected to be brought in house.

IV. 5:30 p.m. Presentations Part I

4. 5:30 p.m. Community Development Block Grant (CDBG) Program Overview and Update (Presented by Karin Smoot, Special Projects Coordinator, City Manager's Office)

Minutes:

Presentation provided by Karin Smoot, Special Projects Coordinator in the City Manager's office.

V. 7:00 p.m. Presentations Part II

Motion (Recess): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Pritchett, Reeves, Rowell, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 1 Sebastian

Minutes:

A motion was made to recess the Work Session at 6:19 p.m.

The motion was approved 6-0. Councilmember Sebastian did not vote.

Motion (Reconvene): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to reconvene the Work Session at 6:35 p.m.

The motion was approved unanimously.

5. 7:00 p.m. Employee Retention Tax Credit (ERC) (Presented by Bottom Line Concepts) (Mayor khalid)

Minutes:

Brenda Scott and Reginald Gay with Bottom Line Concepts provided a presentation regarding the Employee Retention Tax Credit Program.

6. 7:20 p.m. Bureau of Cultural Affairs Operations Plan (Presented by Salondia Aveni)
 - a. Southwest Arts Center
 - b. Wolf Creek Amphitheater

Minutes:

Presentation provided by Salondia Aveni, Deputy Director, Department of Parks, Recreation and Cultural Affairs. Mrs. Stevens Albright, Managing Director with Ture Colors answered questioned.

Councilmember Willis requested financial impact numbers for costs for capital need projects.

Mayor Pro-Tem Williams-Brown requests that more grant opportunities are pursued for Arts funding. (such as the Georgia Council for the Arts)

7. 7:50 p.m. SeeClickFix Report (Presented by Namarr Strickland, Director, Information Technology Department)

Minutes:

Namarr Strickland, Director, Information Technology Department presented a report regarding SeeClickFix,

VI. 8:10 p.m. Council Comments

When an Executive Session is Required, one will be called for the following issues: 1) Personnel, 2) Litigation or 3) Real Estate

8. Executive Session (if needed)

Motion (Recess): Councilmember Gumbs

Second: Councilmember Williams

[Motion Approved]

Yea: 6 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams

Nay: 0

Abstain: 0

Not Voting: 1 Willis

Minutes:

A motion was made to recess for Executive Session for Personnel, Litigation and Real Estate at 8:48 PM.

The motion was approved 6-0. Councilmember Willis was not present.

Minutes:

A motion was made to reconvene from Executive Session at 11:20 AM.

The motion was approved

The City Clerk reported no formal action was taken in executive session.

9. City Attorney Report, if action taken in Executive Session.

VII. 8:30 p.m. Adjournment of Meeting

Minutes:

A motion was made to adjourn the Work Session at 11:20 pm.

The motion was approved

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from April 11, 2023

DATE: April 25, 2023

SUBJECT: Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from April 11, 2023

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_ZPH_2023_4_11_Meeting DRAFT	Cover Memo	4/21/2023

CITY OF SOUTH FULTON, GEORGIA
ALCOHOL/ZONING PUBLIC HEARINGS - Welcome All Park Multipurpose Facility,
4255 Will Lee Rd, South Fulton, GA 30349
Tuesday, April 11, 2023, 6:00 PM



SPECIAL CALLED MEETING MINUTES

1. 6:00 p.m. Meeting Called to Order – Mayor khalid

Minutes:

The meeting was called to order by Mayor khalid kamau at 6:20 PM.

2. 6:02 p.m. Roll Call - Corey Adams, City Clerk

Minutes:

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	6:21 p.m.
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
Mark Baker	District 7 Councilmember	Present	

Following the roll call by the City Clerk, a quorum was established. Councilmember Gumbs was absent.

3. 6:03 p.m. Alcohol Licenses, Rezoning, Variance and Special Use Permit Cases (Public Hearing Only)

1. 6:03 p.m. **U23-001** (Public Hearing): Application by Jim Warren for a Special Use Permit for a church or other facility for religious organizations worship at **2601 Flat Shoals Road**, zoned R-4 (single-family dwelling) and AG-1 (agricultural) (Parcel number: 130125LL0228). (District 6)

*Staff and Planning Commission Recommendation: **DEFERRAL**

Motion (Withdraw): Councilmember Gumbs
Second: Councilmember Willis
[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

Mr. McClendon corrected the record to advise the Council that the applicant wishes to withdraw this application.

A motion was made to accept the withdrawal of the application.

The motion was approved unanimously.

2. 6:10 p.m. **U23-002** (Public Hearing): Application by Dominique Naar for a Special Use Permit for a personal care home at **4530 Janice Drive**, zoned R-6 (single-family dwelling) (Parcel number: 13003500030702). (District 5)

***Application Withdrawn by Applicant**

Motion (Withdraw): Councilmember Rowell
Second: Councilmember Gumbs
[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to accept the withdrawal of the application.

The motion was approved unanimously.

3. 6:20 p.m. **Z23-003** (Public Hearing): Application by Serenity Estates LLC. for a rezoning property from AG-1 (Agricultural District) to CUP (Community Unit Plan District) at **4073 W. Stubbs Rd.** to build 40 single-family dwelling detached homes on 11.4 acres of land. (Parcel numbers: 09F420001691059) (District 4)

***Application Withdrawn by Applicant**

Motion (Defer): Councilmember Sebastian
Second: Councilmember Willis
[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

Mr. McClendon corrected the record to advise the Council that the applicant wishes to defer this application.

A motion was made to defer the application until the May Zoning Public Hearing.

The motion was approved unanimously.

4. 6:30 p.m. Adjournment of Meeting

Motion (Adjourn): Councilmember Gumbs
Second: Councilmember Sebastian
[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to adjourn the meeting at 6:31 pm.

The motion was approved unanimously.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Special Called Meeting Minutes from April 11, 2023

DATE: April 25, 2023

SUBJECT: Request Council Approval of City Council Special Called Meeting Minutes from April 11, 2023

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_SCM_2023_4_11_Meeting DRAFT	Cover Memo	4/21/2023

CITY OF SOUTH FULTON, GEORGIA
SPECIAL CALLED MEETING - Welcome All Park Multipurpose Facility, 4255 Will Lee
Rd, South Fulton, GA 30349
Tuesday, April 11, 2023, 6:30 PM



SPECIAL CALLED MEETING MINUTES

1. 6:30 p.m. Meeting Called to Order - Mayor khalid

Minutes:

The special called meeting was called to order by Mayor khalid kamau at 6:32 PM.

2. 6:31 p.m. Roll Call - Corey Adams, City Clerk

Minutes:

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
Mark Baker	District 7 Councilmember	Present	

Following the roll call by the City Clerk, a quorum was established. Councilmember Gumbs was absent.

3. Agenda Items

1. 6:33 p.m. Request Council Approval of A Special Event Permit for Kendall Rae's Green Heart, City of South Fulton Presents: "Dare to Care Earth Day: Parade & Fair" - April 22, 2023 (CDRA)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve A Special Event Permit for Kendall Rae's Green Heart, City of South Fulton Presents: "Dare to Care Earth Day: Parade & Fair" - April 22, 2023.

The motion was approved unanimously.

2. 6:38 p.m. First Read of An Ordinance To Amend Section 16-2015, Eligibility For License Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances, Related To Eligibility Of Alcohol Applicant; To Amend Section 16-2021, Denial Of Application; And For Other Lawful Purposes (Sponsored by Councilmembers Willis and Rowell)

Minutes:

FIRST READ

4. 6:40 p.m. Adjournment of Meeting

Motion (Adjourn): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Gumbs, Pritchett, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to adjourn the special called meeting at 6:34 pm.

The motion was approved unanimously.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Proclamation Presentations

DATE: April 25, 2023

SUBJECT: Proclamation Presentations

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 4:55 p.m. Request Council Approval of A Resolution to Approve a 6-Month Contract for Interim City Manager Services

DATE: April 25, 2023

SUBJECT: 4:55 p.m. Request Council Approval of A Resolution to Approve a 6-Month Contract for Interim City Manager Services

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Mayor/Council Proclamations for Spreading on the Minutes

DATE: April 25, 2023

SUBJECT: Mayor/Council Proclamations for Spreading on the Minutes

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of Board/Committee
Appointments

DATE: April 25, 2023

SUBJECT: Request Council Approval of Board/Committee
Appointments

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council confirmation of the following recorded development plats as approved by the City Engineer

DATE: April 25, 2023

SUBJECT: Request Council confirmation of the following recorded development plats as approved by the City Engineer

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
April 2023 Agenda Item - 5600 Feldwood	Cover Memo	4/21/2023
April 2023 Agenda Item - Anatole Bldg 2300	Cover Memo	4/21/2023
April 2023 Agenda Item - 6400 FIB	Cover Memo	4/21/2023
April 2023 Agenda Item -Parkview Estates Ph3	Cover Memo	4/21/2023
April 2023 Agenda Item -1508 Boat Rock	Cover Memo	4/21/2023
April 2023 Agenda Item -Creekview Circle	Cover Memo	4/21/2023
April 2023 Agenda Item -5155 Cascade Road	Cover Memo	4/21/2023
April 2023 Agenda Item -Seville Estates	Cover Memo	4/21/2023
April 2023 Agenda Item - 3500 Cascade Palmetto Hwy	Cover Memo	4/21/2023

City of South Fulton Agenda Item Summary



City Council Meeting Date		Council District(s) Affected
Requesting Department		
Requested Action		
Requirements for Council Action (City specific Council policy, statute or code requirement)		
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)		
Funding Source (if applicable)		
Financial Impact (if applicable)		
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐		
Department Director Approval 		Finance Director Approval
Assistant City Manager Approval 	City Attorney Approval 	City Manager Approval

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
Requirements for Council Action (City specific Council policy, statute or code requirement)					
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval				Finance Director Approval	
Assistant City Manager Approval	City Attorney Approval		City Manager Approval		

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
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Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval				Finance Director Approval	
Assistant City Manager Approval	City Attorney Approval		City Manager Approval		

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
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Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval				Finance Director Approval	
Assistant City Manager Approval	City Attorney Approval		City Manager Approval		

City of South Fulton Agenda Item Summary



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Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval 				Finance Director Approval 	
Assistant City Manager Approval 	City Attorney Approval 		City Manager Approval 		

City of South Fulton Agenda Item Summary



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Requesting Department		
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Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)		
Funding Source (if applicable)		
Financial Impact (if applicable)		
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐		
Department Director Approval 		Finance Director Approval
Assistant City Manager Approval 	City Attorney Approval 	City Manager Approval

City of South Fulton Agenda Item Summary



City Council Meeting Date		Council District(s) Affected
Requesting Department		
Requested Action		
Requirements for Council Action (City specific Council policy, statute or code requirement)		
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)		
Funding Source (if applicable)		
Financial Impact (if applicable)		
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐		
Department Director Approval 		Finance Director Approval
Assistant City Manager Approval 	City Attorney Approval 	City Manager Approval

City of South Fulton Agenda Item Summary



City Council Meeting Date		Council District(s) Affected
Requesting Department		
Requested Action		
Requirements for Council Action (City specific Council policy, statute or code requirement)		
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)		
Funding Source (if applicable)		
Financial Impact (if applicable)		
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐		
Department Director Approval 		Finance Director Approval
Assistant City Manager Approval 	City Attorney Approval 	City Manager Approval

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
Requirements for Council Action (City specific Council policy, statute or code requirement)					
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval 				Finance Director Approval 	
Assistant City Manager Approval 	City Attorney Approval 		City Manager Approval 		

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of A Resolution Authorizing the South Fulton Fire and Rescue Department to Form A Mutual Aid Resource Pact Which Shall Be A Public Corporation; To Render And Receive Aid And Assistance For Disastrous Incident Suppression Prevention, And Rescue/Medical Responses To/From Members Of The Georgia Mutual Aid Group; And For Other Lawful Purposes

DATE: April 25, 2023

SUBJECT: Request Council Approval of A Resolution Authorizing the South Fulton Fire and Rescue Department to Form A Mutual Aid Resource Pact Which Shall Be A Public Corporation; To Render And Receive Aid And Assistance For Disastrous Incident Suppression Prevention, And Rescue/Medical Responses To/From Members Of The Georgia Mutual Aid Group; And For Other Lawful Purposes

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Fire Mutual Aid Resolution (1)	Cover Memo	4/21/2023
COSF Memorandum FIS Fire Mutual Aid Resolution	Cover Memo	4/24/2023

A RESOLUTION AUTHORIZING THE SOUTH FULTON FIRE AND RESCUE DEPARTMENT TO FORM A MUTUAL AID RESOURCE PACT WHICH SHALL BE A PUBLIC CORPORATION; TO RENDER AND RECEIVE AID AND ASSISTANCE FOR DISASTROUS INCIDENT SUPPRESSION, PREVENTION, AND RESCUE/MEDICAL RESPONSES TO/FROM MEMBERS OF THE GEORGIA MUTUAL AID GROUP, AND FOR OTHER LAWFUL PURPOSES

(CITY MANAGER)

WHEREAS, disastrous incidents and immediate response emergencies occur, during which conditions of extreme peril exist which threaten the safety of person and property; and

WHEREAS, disastrous incidents and immediate response emergencies potentially present major public safety conditions, which are likely to be beyond the control of the personnel, equipment, facilities, and other resources of the South Fulton Fire and Rescue Department; and

WHEREAS, other political subdivisions of the State of Georgia are likely to be confronted with similar disastrous incidents and immediate response emergencies, which are likely to be beyond the control of the personnel, equipment, facilities, and other resources of those jurisdictions; and

WHEREAS, by combining the resources of the South Fulton Fire and Rescue Department with the resources of the other political subdivisions of the State of Georgia during disastrous incidents and immediate response emergencies, the life and property of all citizens may be better protected; and

WHEREAS, the South Fulton Fire and Rescue Department desires to provide the best possible protection to its citizens, businesses, and visitors; and

WHEREAS, the South Fulton Fire and Rescue Department desires to prevent disastrous incidents from occurring; and

WHEREAS, the South Fulton Fire and Rescue Department desires to maximize the protection of life and property when disastrous incidents and immediate response emergencies occur; and

WHEREAS, the State of Georgia has provided for Mutual Aid Resource Pacts through O.C.G.A. 25-6-1 et seq. and O.C.G.A. 36-69-1 et seq.

WHEREAS, the City has determined that this Resolution is in the best interest of the City; and

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

Section 1. The That the South Fulton Fire and Rescue Department may render aid and assistance during disastrous incidents and other immediate response emergencies outside its jurisdiction and the Georgia Mutual Aid Group shall be governed by O.C.G.A. 25-6-1 et seq.

Section 2. That the South Fulton Fire and Rescue Department may form a Mutual Aid Resource Pact, known as the Georgia Mutual Aid Group, with other jurisdictions, as defined on O.C.G.A. 25-6-1 et seq., the Georgia Mutual Aid Group being a public corporation.

Section 3. That the South Fulton Fire and Rescue Department Fire Chief or his/her designee shall be authorized to act on behalf of the South Fulton Fire and Rescue Department on all matters relating to the activities and functions of the Mutual Aid Resource Pact once it has been established.

Section 4. That the South Fulton Fire and Rescue Department withdraw from the Georgia Mutual Aid Group by resolution and vote of the City of South Fulton Council pursuant to O.C.G.A 25-6-1 et seq.

Section 5. That the South Fulton Fire and Rescue Department's liabilities, privileges, and immunities, including those of its firefighters and other persons acting on its behalf, shall be governed by O.C.G.A. 25-6-1 et seq.

Section 6. The City Attorney and City Clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the City Clerk.

Section 7. All resolutions or parts thereof that are in conflict with this Resolution are, to the extent of such conflict, hereby repealed.

Section 8. The effective date of this Resolution shall be from the date of adoption, unless provided otherwise by the City Charter or state and/or federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: April 23, 2023
SUBJECT: Fire Mutual Aid Resolution

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires a resolution authorizing the South Fulton Fire and Rescue Department to form a mutual aid resource pact which shall be a public corporation; to render and receive aid and assistance for disastrous incident suppression, prevention, and rescue/medical responses to/from members of the Georgia Mutual Aid Group.

FINANCIAL IMPACT

The resolution as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of the Georgia Emergency Management Agency-Homeland Security Statewide Mutual Aid and Assistance Agreement

DATE: April 25, 2023

SUBJECT: Request Council Approval of the Georgia Emergency Management Agency-Homeland Security Statewide Mutual Aid and Assistance Agreement

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Statewide_mutual_aid_agreement (1)	Cover Memo	4/21/2023

GEORGIA EMERGENCY MANAGEMENT AGENCY-HOMELAND SECURITY STATEWIDE MUTUAL AID AND ASSISTANCE AGREEMENT

The State of Georgia is vulnerable to a wide range of natural or man-made disaster/emergencies. The Georgia Emergency Management Act, as amended (The Act) gives the local governments of the State the authority to make agreements for mutual aid assistance in emergencies, and through such agreements to ensure the timely reimbursement of costs incurred by the local governments which render such assistance. Under the Act the Agency has authority to coordinate assistance between local governments during emergencies and to provide available resources where needed.

This mutual aid agreement is entered pursuant to authorities contained in Articles I through III, Chapter 3, Title 38, Official Code of Georgia Annotated, including O.C.G.A. § 38-3-29, specifically.

ARTICLE I STATEMENT OF AGREEMENT, DEFINITIONS AND AUTHORITIES

This Agreement is made and entered into between the participating political subdivisions, which approve and execute this agreement, hereinafter called "Participating Parties" and the Georgia Emergency Management Agency-Homeland Security (GEMA-Homeland Security). For purposes of this agreement, the following terms and expressions shall apply:

- (1) "Agreement" means this agreement, sometimes called the "Statewide Mutual Aid Agreement" (SWMAA).
- (2) "Assistance" includes personnel, equipment, facilities, services, supplies and other resources furnished to a Requesting Party pursuant to this agreement during an emergency or disaster.
- (3) "Assisting Party" means a Participating Party that provides assistance pursuant to this agreement during a disaster or emergency.
- (4) "Authorized Representative" means a Participating Party's elected or appointed official or employee who has been authorized in writing by that party to request, to offer, or otherwise to provide assistance or an employee of GEMA-Homeland Security designated by its Director under the terms of this agreement.
- (5) "Participating Parties" means the several counties and municipalities of the State of Georgia or combinations thereof that have become parties to this agreement by their approval and execution of this agreement.
- (6) "Requesting Party" means a Participating Party that requests assistance pursuant to this agreement during a disaster or emergency.

Any term or expression not defined in this agreement shall have the meaning specified in the Georgia Emergency Management Act, (the Act) as amended and rules promulgated thereunder, unless used in a context that clearly suggests a different meaning.

ARTICLE II GENERAL PURPOSE

The purpose of this Agreement is to provide for mutual assistance between the Participating Parties in managing any emergency or disaster that is duly declared by the governing authority of any political subdivision that is a Participating Party, whether arising from natural disaster, technological hazard, human caused disaster, civil emergency aspects of resource shortages, community disorders, insurgency, enemy attack, acts of terrorism, other significant events or a national security activity.

ARTICLE III ACKNOWLEDGEMENT OF PRINCIPLES

The prompt, full and effective utilization of resources of the Participating Parties, including any resources on hand or available from the State or Federal Government or any other source, that are essential to the safety, care and welfare of the people in the event of any locally declared emergency or emergency declared by the Governor shall be the underlying principle on which all articles of this Agreement shall be understood.

In the event a conflict between any provision of this ~~a~~Agreement and any existing intrastate mutual aid agreement affecting a Participating Party, the provisions of this ~~A~~Agreement shall be controlling.

On behalf of the governing authority of each political subdivision of this State participating in the agreement, the Director of emergency management of such political subdivision will be responsible for formulation of the appropriate mutual aid plans and procedures necessary to implement this ~~A~~Agreement.

ARTICLE IV PARTICIPATING PARTY RESPONSIBILITIES

(a) It shall be the responsibility of each Participating Party to formulate procedures and programs for intergovernmental cooperation in the performance of the responsibilities listed in this article. In formulating such plans, and in carrying them out, each Participating Party, insofar as practical, shall:

- (1) Protect and assure uninterrupted delivery of services, medicines, water, food, energy and fuel, search and rescue, and critical lifeline equipment, services, and resources, both human and material.
- (2) Inventory and set procedures for the loan and delivery of human and material resources, together with procedures for reimbursement.

(b) Whenever a Participating Party declares a local emergency and such disaster or emergency is too great to be dealt with unassisted, for which a state of emergency has been declared, the authorized representative of the Requesting Party for such Participating Party or his/her authorized representative may request assistance from another Participating Party by contacting the Director of the GEMA-Homeland Security. The provisions of this ~~A~~Agreement shall only apply to requests for assistance made by and to authorized representatives. Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing within 30 days of the verbal request. Requests shall provide the following information:

- (1) A description of the emergency service function for which assistance is needed, such as but not limited to fire services, law enforcement, emergency medical, transportation, communications, public works and engineering, building inspection, planning and information assistance, mass care, resource support, health and medical services, damage assessment, volunteer and donated goods and search and rescue.
 - (2) The amount and type of personnel, equipment, materials and supplies needed, and a reasonable estimate of the length of time they will be needed.
 - (3) The specific place and time for staging of the assisting party's response and a point of contact at that location.
- The Assisting Party will (a) maintain daily personnel time records, material records and a log of equipment hours (or miles, if appropriate) and (b) report work progress to the Requesting Party at mutually agreed upon intervals.

ARTICLE V LIMITATIONS

Any Participating Party requested to render mutual aid shall take such action as is necessary to provide and make available the resources covered by this agreement in accordance with the terms hereof; provided that it is understood that the Participating Party rendering aid may withhold resources to the extent necessary to provide reasonable protection for such political subdivision.

Emergency forces will continue under the command and control of their supervisors, but the organizational units will come under the operational control of the emergency services authorities of the Requesting Party unless the Director of GEMA-Homeland Security or his/her authorized representative approves an alternative. These conditions may be activated, as needed, in any disaster or emergency for which a state of emergency has been declared and shall continue so long as the state of emergency or disaster remains in effect or loaned resources remain in the Requesting Party's jurisdiction(s), whichever is longer.

ARTICLE VI LIABILITY AND IMMUNITY

(a) In accordance with O.C.G.A. § 38-3-35(a), no political subdivision of the state, nor the agents or representatives of the state or any political subdivision thereof, shall be liable for personal injury or property damage sustained by any person appointed or acting as a volunteer emergency management worker or member of any agency engaged in emergency management activity. The foregoing shall not affect the right of any person to receive benefits or compensation to which he might otherwise be entitled under Chapter 9 of Title 34, Code Section 38-3-30, any pension law, or any act of Congress.

(b) In accordance with O.C.G.A. § 38-3-35(b), no political subdivision of the state nor, except in cases of willful misconduct, gross negligence, or bad faith, the employees, agents, or representatives of the state or any political subdivision thereof, nor any volunteer or auxiliary emergency management worker or member of any agency engaged in any emergency management activity complying with or reasonably attempting to comply with Articles 1 through 3, Chapter 3, Title 38, Official Code of Georgia Annotated; or any order, rule, or regulation promulgated pursuant to Articles 1 through 3 of title, or pursuant to any ordinance relating to precautionary measures enacted by any political provisions of Articles 1 through 3 of said chapter and title, or pursuant to any ordinance relating to precautionary measures enacted by any political subdivision of the state shall be liable for the death of or the injury to person or for damage to property as a result of any such activity.

(c) It is the express intent of the parties that the immunities specified above shall be construed in accordance with O.C.G.A. § 38-3-35 and shall apply in addition to any other immunities provided by statutory or case law.

ARTICLE VII RIGHTS AND PRIVILEGES

In accordance with O.C.G.A. § 38-3-30(a), whenever the employees of any Assisting Party or political subdivision are rendering outside aid pursuant to this agreement and the authority contained in Code Section 38-3-27, the employees shall have the same powers, duties, rights, privileges and immunities as if they were performing their duties in the political subdivisions in which they are normally employed.

ARTICLE VIII REIMBURSEMENT

In accordance with O.C.G.A. § 38-3-30(b), the Requesting Party shall be liable for any loss of or damage to equipment used or placed within the jurisdiction of the Requesting Party and shall pay any expense incurred in the operation and maintenance thereof. No claim for the loss, damage or expense shall be allowed unless, within 60 days after the same is sustained or incurred, an itemized notice of the claim under oath is served by mail or otherwise upon the chief fiscal officer of the Requesting Party. The Requesting Party shall also pay and reimburse the Assisting Party for the compensation paid to employees furnished by the Assisting Party during the time of the rendition of the aid and shall defray the actual traveling and maintenance expenses of such employees while they are rendering the aid. The reimbursement shall include any amounts paid or due for compensation due to personal injury or death while the employees are engaged in rendering the aid. The term "employee," as used herein, shall mean, and this provision shall apply with equal effect to, paid, volunteer and auxiliary employees and emergency management workers. Expenses that are to be reimbursed by the Requesting Party shall include the following:

- (1) Labor costs, which shall include all usual wages, salaries, compensation for hours worked, mobilization and demobilization, the Assisting Party's portion of payroll taxes (as employer), insurance, accrued paid leave and other fringe benefits, but not those amounts paid or due as a benefit to the Assisting Parties personnel under the terms of the Georgia Workers Compensation Act.
- (2) Equipment costs, which shall include the fair rental value, the cost of fuel and other consumable supplies, service and repairs. If the equipment is damaged while in use under this agreement and the Assisting Party receives payment for such damage under any contract for insurance, the Requesting Party may deduct such payment from any item or items invoiced.
- (3) Material costs, which shall include the total reasonable cost for the use and consumption of any and all consumable supplies delivered by the Assisting Party for the benefit of the Requesting Party.
- (4) Meals, lodging and other related expenses, which shall include charges for meals, lodging and other expenses relating to the provision of assistance pursuant to this agreement shall be the actual and reasonable costs incurred by the Assisting Party.

The Assisting Party shall maintain records and submit invoices within 60 days for reimbursement as specified hereinabove and the Requesting Party shall pay the invoice no later than 30 days following the invoice date.

ARTICLE IX IMPLEMENTATION

(a) This Agreement shall become operative immediately upon its approval and execution by the GEMA-Homeland Security and any two political subdivisions of this State; thereafter, this agreement shall become effective as to any other political subdivision of this State upon its approval and execution by such political subdivision.

(b) Any Participating Party may withdraw from this agreement by mailing notice of withdrawal, approved by the governing authority of such political subdivision, but no such withdrawal shall take effect until 30 days after the governing authority of the withdrawing political subdivision has given notice in writing of such withdrawal to the governing authorities of all other Participating Parties. Such action shall not relieve the withdrawing political subdivision from obligations assumed hereunder prior to the effective date of withdrawal.

(c) Copies of this agreement shall, at the time of their approval, be deposited with each of the Participating Parties and with the GEMA-Homeland Security.

ARTICLE X
GEORGIA EMERGENCY MANAGEMENT AGENCY-HOMELAND SECURITY

GEMA-Homeland Security shall act as the coordinating entity under this agreement. Nothing herein shall limit any authority of the Governor or the Director of the GEMA-Homeland Security under articles, I, II, or III of Chapter 3, Title 38, Official Code of Georgia Annotated. In the event the Governor should declare a State of Emergency, any and all provisions of this agreement which may conflict with actions taken pursuant to such declaration shall be superseded by any such act or actions.

ARTICLE XI
TERM OF AGREEMENT

This Agreement shall expire on March 1, 2016. Agreement of the Participating Parties to extend the term of this Agreement at any time during the last year of its original term or the last year of any subsequent four-year term shall extend the term of this agreement for four years. Each four-year extension shall constitute a separate agreement.

Commented [KV1]: When is this expiring?

ARTICLE XII
VALIDITY

This Agreement shall be construed to effectuate the purposes stated in Articles II and III hereof. If any provision of this Agreement is declared unconstitutional, or the applicability thereof to any person or circumstances is held invalid, the constitutionality of the remainder of this agreement and the applicability thereof to other persons and circumstances shall not be affected thereby.

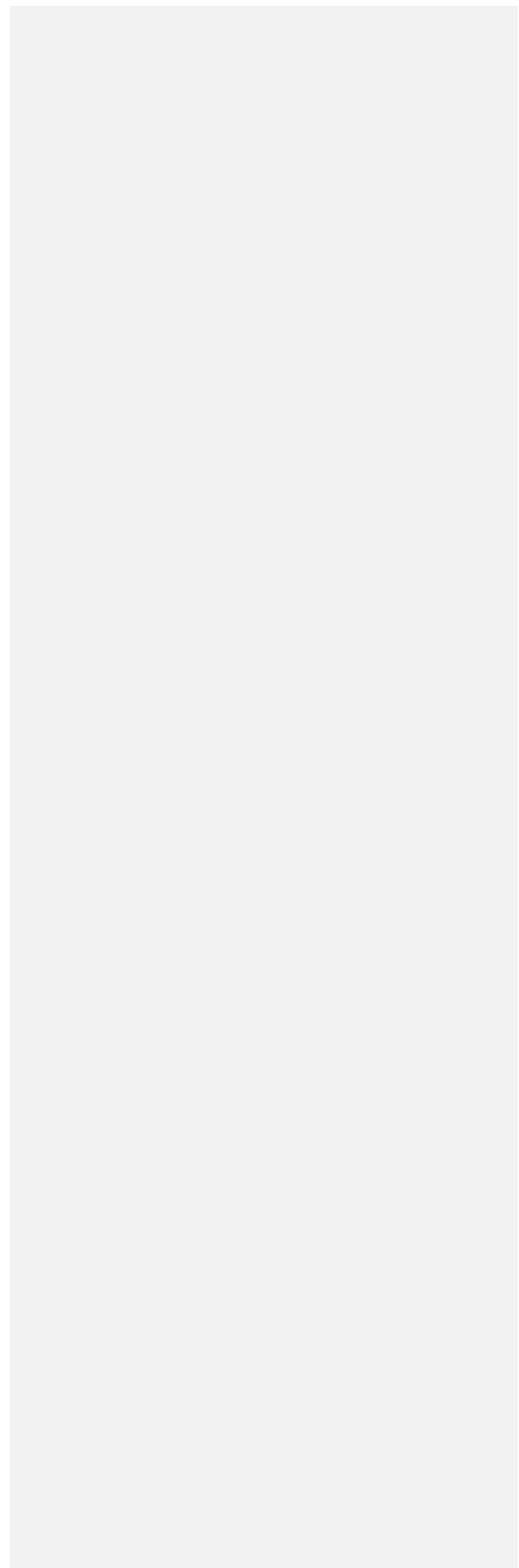
Agreed:

khalid kamau, Mayor, County/Municipality City of South Fulton Georgia _____ Clerk
Authorized Representative

Date

Director of GEMA-Homeland Security or
Authorized Representative

Date



GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of A Resolution to amend Resolution 2019-008 which established the city environmental committee and encourage environmental protection; And for Other Lawful Purposes

DATE: April 25, 2023

SUBJECT: Request Council Approval of A Resolution to amend Resolution 2019-008 which established the city environmental committee and encourage environmental protection; And for Other Lawful Purposes

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Environmental Committee 2023 Resolution	Cover Memo	4/21/2023
COSF Memorandum FIS Amend Environmental Committee 2023 Resolution	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2023-_____

A RESOLUTION TO amend resolution no. 2019-008 which established the city environmental committee and encouraged environmental protection; AND FOR OTHER PURPOSES.

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, Resolution No. 2019-008 was passed on February 12, 2019 by the City of South Fulton City Council, and adopted on the same date by virtue of the signature of the Mayor; and

WHEREAS, the aforementioned Resolution established the City of South Fulton Environmental Committee, provided for the composition and appointment of the Committee, and established regulations governing that Committee's activities; and

WHEREAS, the City Council wishes to amend Resolution 2019-008 to refine the composition and activities of the Environmental Committee; and

WHEREAS, this Resolution is in the best interests of the health and general welfare of the City, its residents and the general public.

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

Section 1. That the City of South Fulton hereby amends Section 1 of Resolution 2019-008 which establishes the City Environmental Committee to read as follows:

a) Duties. The duties of the Environmental Committee shall consist of:

1. Advising the City Council on environmental/green issues, including climate change, recycling, clean air, clean water, wildlife management, hazardous waste and protection against health threatening contaminants/solid waste;
2. Presenting proposed plans to the City Council for ensuring sustainable parks, forests, open spaces and water resource management;
3. Coordinating the City's annual celebration of Earth Day, **in addition to presenting the committees final plans to the City Council for approval**; and
4. Developing proposed environmental based educational programs for the community.

(b) Composition and Appointment. The Environmental Committee shall consist of up to ~~three City Councilmembers~~ and up to eight City residents, all of whom shall be named for appointment by the mayor, and each member of the Council, subject to confirmation by the City Council. Resident members shall have education and experience in environment science, public health science, environmental justice or environmental education. ~~The Chairperson and Vice Chairperson shall be selected by the City Council from the members appointed. No City Council member shall be appointed, or selected to serve as the Chairperson and/or Vice Chairperson, absent their consent. The Mayor Pro Tem of the Council may serve, at his discretion, as an ex officio member of the Environmental Committee whenever less than three of the City Council members serving are present at a meeting.~~

(c) Term and Removal. ~~Non-City Council Environmental Committee members shall serve a two year term, commencing from the date of their first Committee meeting. City Councilmembers shall serve on the Environmental Committee for the remainder of the term of office during which they are appointed, but may resign from the Environmental Committee at any time for any reason. The City Council may remove any Environmental Committee member at any time, with or without cause. Any Non-City Council Environmental Committee member who fails to attend three consecutive regular meetings shall automatically stand removed.~~

(d) Meetings.

(i) Time. The Environmental Committee shall adopt a regular meeting schedule, and may hold special meetings, as they deem necessary in order to carry out their functions, ~~with the exception that they shall hold at least one regular meeting during every month in which there is a scheduled regular meeting of the City Council.~~ Meetings may be cancelled or rescheduled by the Committee as circumstances require. The regular meetings schedule and notice of any special and/or rescheduled meetings shall be promptly provided to the City Clerk, who shall notice the same in accordance with the Open Meetings Act.

(ii) Location. In addition to City property and/or the City Council Chambers, the Environmental Committee may conduct its meetings at churches, parks, schools and libraries within the City, as such is available. The Environmental Committee Chairperson shall confirm with the City Clerk the availability of City property.

(e) Input and Assistance. The Environmental Committee members may seek input from City residents and businesses. Members may interact directly with the City Manager, City Attorney, City Treasurer and City Clerk, and may request assistance from City staff through the City Manager and/or his designee.

(f) Quorum and Governance. Four Environmental Committee members shall constitute a quorum and shall be authorized to act on behalf of the Environmental Committee. The Environmental Committee shall be governed procedurally by Robert's Rules of Order, as it is revised from time to time, and shall conduct its meetings in

accordance with all applicable local and state laws, including the Georgia Open Meetings Act.

(g) Funds. Environmental Committee members shall not receive compensation. The Environmental Committee may, by lawful means, fundraise to support its efforts, including the coordination of the City's annual Earth Day Event. All funds raised and/or received shall be made payable to the City of South Fulton and kept in a special account(s) restricted for the Environmental Committee. During each Environmental Committee Meeting, a report of the Committee account shall be read into the official record.

Section 2. Amendments are shown with strikethrough to denote text to be deleted and **bold underline** to denote text to be added.

Section 3. All Resolutions and parts of Resolutions in conflict herewith are hereby expressly repealed.

Section 4. The effective date of this Resolution shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

EXHIBIT "A"

P. I. NO.: T-265, 0010730/0015624
PARCEL NO.: 31
COUNTY: Fulton
DATE OF R/W PLANS: July 28, 2021
REVISION DATE: December 25, 2021

REQUIRED RIGHT OF WAY

All that tract or parcel of land lying and being in Land Lot 132 of the 13th Land District of Fulton County, Georgia, being more particularly described as follows:

Beginning at a point 53.35 feet right of and opposite Station 111+73.70 on the construction centerline of Old National Highway Sidewalk Project on Georgia Highway Project No.0010730/0015624 ; running thence N 0°12'49.5" E a distance of 168.46 feet to a point 48.04 feet right of and opposite station 113+42.07 on said construction centerline laid out for OLD NATIONAL HWY; thence S 89°37'36.2" E a distance of 11.96 feet to a point 60.00 feet right of and opposite station 113+42.42 on said construction centerline laid out for OLD NATIONAL HWY; thence S 2°01'13.9" W a distance of 168.56 feet to a point 60.00 feet right of and opposite station 111+73.86 on said construction centerline laid out for OLD NATIONAL HWY; thence N 89°20'34.1" W a distance of 6.65 feet back to the point of beginning.

Containing 0.036 acres more or less.

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: April 23, 2023

SUBJECT: Amend Environmental Committee 2023 Resolution

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires a resolution to amend resolution no. 2019-008 which established the city environmental committee and encouraged environmental protection.

FINANCIAL IMPACT

The resolution as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of A Resolution Proclaiming and Recognizing Arbor Day in the City of South Fulton; And For Other Lawful Purposes

DATE: April 25, 2023

SUBJECT: Request Council Approval of A Resolution Proclaiming and Recognizing Arbor Day in the City of South Fulton; And For Other Lawful Purposes

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Res2023 Resolution Proclaiming and Recognizing Arbor Day in the COSF	Cover Memo	4/21/2023
COSF Memorandum FIS Recognizing Arbor Day Resolution	Cover Memo	4/24/2023

**A RESOLUTION PROCLAIMING AND RECOGNIZING ARBOR DAY IN THE CITY OF
SOUTH FULTON; AND FOR OTHER LAWFUL PURPOSES**

(Sponsored by Councilmember Reeves)

WHEREAS, Julius Sterling Morton served on the Nebraska State Board of Agriculture and was a member of the state's Horticultural Society where he supported better farming methods, conservation programs, and tree planting; and

WHEREAS, in 1872 the Nebraska State Board of Agriculture adopted Morton's resolution to create Arbor Day, a day set aside to plant trees and prizes were offered to counties and individuals for planting trees on that day. It was estimated that more than one million trees were planted in Nebraska on April 10, 1872, the first Arbor Day; and

WHEREAS, Julius Sterling Morton is considered the founder or namesake for which Arbor Day was recognized because he was a zealous and passionate individual that loved planting all kinds of trees; and

WHEREAS, by 1885, Arbor Day had become a legal holiday in Nebraska. This date was later changed to April 22 to honor Morton's birthday; and

WHEREAS, National Arbor Day is always the last Friday in April, however, certain states celebrate their own Arbor Day on other days depending on their own respective planting seasons; and

WHEREAS, the State of Georgia recognizes Arbor Day as the third Friday in February of each year; and

WHEREAS, Arbor Day has been historically recognized as a day set aside for schools, civic clubs, and other organizations, as well as individuals, to reflect on the importance of trees in our state and across our nation; and

WHEREAS, the City of South Fulton would like to proclaim and recognize Arbor Day within its municipal boundaries and for the City's Arbor Day to coincide with National Arbor Day, which is the last Friday in April of each year; and

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

Section 1. It is hereby declared to be the intention of the City Council that:

The City Council of the City of South Fulton Georgia proclaim April 28, 2023 as the City's Arbor Day and encourage all residents, citizens, corporations and other entities to plant a tree in recognition of this environmentally friendly and rewarding day.

Section 2. (a) All sections, paragraphs, sentences, clauses, and phrases of this Resolution are or were, upon their enactment, believed by the City Council to be fully valid, enforceable, and constitutional.

(b) To the greatest extent allowed by law, each and every section, paragraph, sentence, clause, or phrase of this Resolution is severable from every other section, paragraph, sentence, clause, or phrase of this Resolution. No section, paragraph, sentence, clause, or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of this Resolution.

Section 3. The City Attorney and City Clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the City Clerk.

Section 4. All resolutions or parts thereof that are in conflict with this Resolution are, to the extent of such conflict, hereby repealed.

Section 5. The effective date of this Resolution shall be from the date of adoption, unless provided otherwise by the City Charter or state and/or federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: April 23, 2023

SUBJECT: Recognizing Arbor Day Resolution

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires a resolution proclaiming and recognizing Arbor Day in the City of South Fulton.

FINANCIAL IMPACT

The resolution as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:05 p.m. Second Read and Request Council Approval Of An Ordinance To Amend Title 7, Parks and Recreation Of The Code Of Ordinances, City Of South Fulton, GA To Add Chapter 9 Youth Commission

DATE: April 25, 2023

SUBJECT: 6:05 p.m. Second Read and Request Council Approval Of An Ordinance To Amend Title 7, Parks and Recreation Of The Code Of Ordinances, City Of South Fulton, GA To Add Chapter 9 Youth Commission

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Youth Commission Ordinance_Final	Cover Memo	4/21/2023
COSF Memorandum FIS Youth Commission Ordinance_	Cover Memo	4/24/2023

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

ORD2023-_____

AN ORDINANCE TO AMEND TITLE 7, PARKS AND RECREATION OF THE CODE OF ORDINANCES, CITY OF SOUTH FULTON, GA TO ADD CHAPTER 9 YOUTH COMMISSION AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmembers Gumbs)

WHEREAS, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, it is important for local youth to gain the experience of working with city government while obtaining a sense of civic responsibility; and

WHEREAS, the City desires to amend its code of ordinances through this Ordinance to provide the opportunity to develop and demonstrate leadership skills through a Youth Commission; and

WHEREAS, the City Council finds that this Ordinance is in the best interests of the health and general welfare of the City, its residents and general public.

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

Section 1. The Code of Ordinances, City of South Fulton, Georgia, Title 11, Parks and Recreation, is hereby amended to add the following:

TITLE 11 – PARKS AND RECREATION

Chapter 9 – Youth Commission

11-9001. CREATION

The South Fulton Youth Commission (hereafter referred to as the "Commission") is hereby established.

11-9002. PURPOSE; DUTIES AND POWERS

A. Purpose. The purpose of the Commission is to foster civic duty, volunteerism and the importance of public service to the youth of South Fulton, through education, partnerships and collaborative efforts.

B. Duties and powers. The Commission shall have the following duties and powers:

- (1) Promote the value of young people in our community.
- (2) Advise the Mayor and City Council on matters relating to youth of South Fulton.
- (3) Facilitate the coordination of youth organizations, programs, and facilities currently serving the youth in South Fulton (e.g., schools/clubs, churches, organizations, councils/committees, etc.) by maintaining a monthly calendar of local events and programs geared toward South Fulton youth.
- (4) Cultivate relationships with community organizations and businesses that can provide the youth of South Fulton with positive developmental opportunities such as mentorships, internships, and community service projects.
- (5) Promote programs and activities through and for community organizations, local schools and City government that encourage parents and families to engage in the lives of their youth.
- (6) Provide youth an opportunity to advocate for youth needs in the community by directly engaging them in the governance process, and at least one member attends one City Council meeting per month.
- (7) The members will, from time to time, review proposed legislation and report to Council any suggestions.
- (8) Members will present updates to the Mayor and Council as often as necessary, but not less than those requirements stated in this chapter.

11-9003. ORGANIZATION AND MEMBERS

A. The Commission shall consist of the up to 8 members as follows:

- (1) Members between the ages of 13 and 17 ("youth member"). The youth member must be in the age range specified above at the time of appointment. The youth member will retain his or her commission until the term has expired, barring extraneous circumstances, regardless of age at the end of the term. To serve as one of the youth members, the youth must submit three endorsement letters with signatures from adults who are not a relative, but may be a teacher, school staff person, elected official, coach, employer, or a member of a community organization;
- (2) Members over the age of 18 (who serve as mentors) ("mentor member"). To serve as one of the mentor members, the adult members' application will be vetted through the City Police Department, including a background check.
- (3) One active member of the South Fulton City Council, who shall serve in an ex officio capacity.

B. The Mayor and City Council shall appoint all members of the Commission.

The Mayor and City Council should strive for diverse representation of the young people that reside in the various communities of the City.

C. Inaugural appointments shall be made as follows:

- (1) One-year terms for two youth members and two mentor members for the inaugural year appointment.
- (2) Two-year terms for the other two youth members and the other two mentor members.

Thereafter, all members are appointed for two years.

11-9004. OFFICERS; PROCEEDINGS; QUORUM

A. The Commission shall elect a Chairperson from one of its appointed youth members with the mentorship of the South Fulton City Council member and create and fill subcommittees as it determines are in the best interests of fulfilling the duties of the Commission.

B. The Chairperson shall be elected for a one-year term and is eligible for reelection.

C. The Commission shall hold meetings as necessary, but not less than four times a year.

D. The Commission shall keep a public record of its meetings, resolutions and recommendations.

E. The Commission shall establish applicable by-laws and rules to conduct its business. A simple majority shall constitute a quorum, which does not include the City Council appointee.

Section 2. The City shall provide financial support to the Commission yearly as follows:

A minimum of Ten Thousand Dollars (\$10,000.00) during the first year

A minimum of Twenty Thousand Dollars (\$20,000.00) every year thereafter.

Section 3. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: March 13, 2023

SUBJECT: Youth Commission Ordinance

CONCLUSION

Direct funds in the amount of \$10,000 are being requested however, direct funds have not been allocated in the FY23 budget to cover the requested expense.

BACKGROUND

The city desires an ordinance to amend Title 7, Parks and Recreation of the code of ordinances, City of South Fulton, GA to add Chapter 9 Youth Commission.

FINANCIAL IMPACT

The ordinance as written currently would require funding in the amount of \$10,000 which hasn't been included in the FY23 budget. It would be my recommendation that the funds be pulled from Contingency and placed in the designated department's FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:10 p.m. Request Council Approval and Adoption of the Final Parks Master Plan as presented by Perez Planning and Design.

DATE: April 25, 2023

SUBJECT: 6:10 p.m. Request Council Approval and Adoption of the Final Parks Master Plan as presented by Perez Planning and Design.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
CoSF_DRAFT PRCAMP_Final_Report_0822_Parks Master Plan	Cover Memo	4/21/2023



FINAL DRAFT Report
August 2022

ACKNOWLEDGMENTS

Mayor

khalid kamau

Council

Catherine Foster-Rowell – District 1

Carmalitha Gumbs - District 2

Helen Z. Willis - District 3

Jaceey Sebastian- District 4

Corey A. Reeves - Mayor Pro Tem District 5

Natasha Williams - District 6

Vacant - District 7

City Staff

Tammi Saddler Jones – City Manager

Donald Toms – Assistant City Manager

Travis Landrum– Director, Parks Recreation and Cultural Affairs

Steven Maxwell – Deputy Director, Parks, Recreation and Cultural Affairs

Consultant Team

Perez Planning + Design, LLC

Carlos Perez, PLA – Principal-In-Charge, Project Manager, Parks Planner

Nick Stephens – Urban Planner

Yan Duan - Urban Planner, Urban Designer

Tejas Khandekar - Urban Planner, Urban Designer

PROS Consulting

Neelay Bhatt - Vice President

ETC Institute

Chris Tatham – CEO

Jason Morado – Senior Project Manager

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Introduction to the Parks, Recreation & Cultural Affairs Master Plan

PROJECT PURPOSE

The City of South Fulton Parks, Recreation, and Cultural Affairs Master Plan (Plan) is the first comprehensive effort to contextualize and catalog the City's existing parks, recreation, and cultural affairs facilities, along with program offerings. It also looks ahead, considering how the city is expected to grow, and the role that the Parks, Recreation, and Cultural Affairs Department should play. Ultimately, it will establish a vision for the enhancement and development of a parks, recreation, and cultural affairs system that is the pride of the residents of the City of South Fulton.

The Plan will provide valuable information as the City considers its possibilities; it will provide residents with opportunities for refreshment and diversion, while also helping to address some of the complex challenges that the City faces. The ultimate objective of the Plan is to improve the social, environmental, and economic quality of life of existing and future residents. The Plan promotes this objective by achieving the following three goals:

1

Creates a decision-making framework that ensures a systematic approach to developing a balance of parks and recreation facilities, amenities, and programs that are responsive to City resident social, economic, and environmental needs and priorities now and into the future.

2

Creates a vision for an integrated public realm – including parks, natural areas, civic spaces, rights of ways, and other linear greenspace corridors – that generate multiple economic, social, and ecological benefits for the City.

3

Establishes a realistic and achievable implementation strategy that allocates and leverages resources to improve, manage, and operate the City's parks, recreation, and cultural affairs system.

A Model of an Integrated
Public Realm System



PLANNING PROCESS

The Park, Recreation, and Cultural Affairs Master Plan is based on a strategic planning process. It consists of an analysis of the City's existing Context, Needs and Priorities Assessment, Long-Range Vision, and Implementation Strategy. Each step of the process builds on the findings and conclusions from the previous steps.

Following is an overview of each of the steps and a description of how the planning process is integrated into each step. This **Executive Summary** document explores the themes that emerged from Steps 1 and 2, and recommendations from Steps 3 and 4.

1

STEP 1 - Context includes an assessment of both the community and the parks, recreation, and cultural affairs system. The community analysis focuses on understanding the context of the system within the community's existing challenges, opportunities, and vision. The parks system analysis focuses on understanding the state of the department, programs, and facilities.

2

STEP 2 - Needs and Priorities Assessment determines the gaps between existing and desired conditions of the system. The process is based on a proven "triangulated" approach to identifying needs and priorities. It includes various types of anecdotal, qualitative, and quantitative methods to determine top priorities from different perspectives.

Anecdotal Methods:

- Park site visits
- Parks and recreation system trends analyses

Qualitative Methods:

- Stakeholder interviews
- Special events public engagement special event
- On-line engagement

Quantitative Methods:

- Statistically Valid Survey
- On-line Survey
- Level-of-Service Analysis

3

STEP 3 - LONG-RANGE VISION outlines a vision for the Plan based on:

1. Findings from the first two phases of the process;
2. Best planning practices and principles; and
3. The unique desires and aspirations of the community.

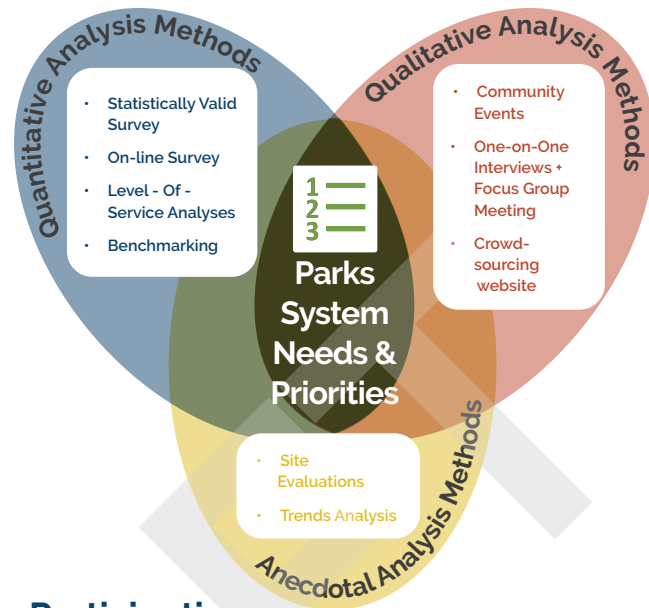
The vision includes a description of the parks and recreation "subsystems", service-delivery models, classifications, and level-of-service metrics.

4

STEP 4 - IMPLEMENTATION STRATEGY includes a summary of potential funding options and a phased implementation strategy to implement top priorities based on projected funding. The Implementation Strategy also includes staff actions comprised of Recommendations/Projects, Key Performance Indicators (KPIs), Responsible Parties, and Time Frames that the City should follow to implement the Parks, Recreation, and Cultural Affairs Vision.

PUBLIC ENGAGEMENT

Collecting the input of a comprehensive array of residents is one of the most important components of a Needs and Priorities Assessment. Numerous methods to engage the public, both Quantitative and Qualitative were used throughout the process.



Social Media Project Promotion + Participation

1,300+
Participants

Based on all the analysis, research, and work completed during Step 1 - Context Analyses and Step 2 – Needs and Priorities Assessment, following are 6 key summary needs that the Parks, Recreation, and Cultural Affairs Department should consider:

- ① Continue Positioning Parks, Recreation, and Cultural Affairs as Essential Services
- ② Upgrade Existing Parks, Recreation, and Cultural Facilities
- ③ Ensure Equitable Access
- ④ Enhance Marketing + Communications
- ⑤ Customize Parks, Recreation, and Cultural Priorities
- ⑥ Maximize Resource Generation + Allocation



Needs Assessment Summary Findings

1

CONTINUE POSITIONING PARKS, RECREATION, AND CULTURAL AFFAIRS AS ESSENTIAL SERVICES

Consistent with the origin of the urban parks movement in the United States, the City of South Fulton should continue to position parks, recreation, and cultural affairs as essential services in the community. The urban parks movement began in the United States during the late 1800s and early 1900s as a result of a series of epidemics and pandemics that urban areas in the United States faced, including cholera, typhoid, typhus, and the 1918 influenza pandemic^{1,2}. During these times, parks and open spaces were considered to be the “antidote” to these deadly health crises³.



Above

Parks were developed as antidotes to pandemics and epidemics in the early 1900s⁴

¹ <https://www.history.com/news/cholera-pandemic-new-york-city-london-paris-green-space>

² <https://theconversation.com/parks-matter-more-than-ever-during-a-time-of-sickness-something-frederick-law-olmsted-understood-in-the-19th-century-137882>

³ https://www.researchgate.net/publication/250231365_Defining_the_Sustainable_Park_A_Fifth_Model_for_Urban_Parks

In fact, the modern-day Neighborhood Park and Neighborhood Center had its origins during this time. In 1905, Chicago's South Parks Superintendent J. Frank Foster developed neighborhood parks with buildings, known then as Fieldhouses, to allow residents to access essential services such as "nursing care, get a hot meal, take a shower, sign up for courses in English or hygiene, learn woodworking and crafts, participate in community theatre, and much more. The wide variety of programming expanded every year, as more needs were identified."⁴ This strategy was so successful that the President of the United States during that time, President Theodore Roosevelt, described these parks and fieldhouses as "the most notable achievement in any American city."

**Above**

Sherman Park Fieldhouse in Chicago was an early example of a facility built to be a center for community services.

⁴ <https://interactive.wttw.com/ten/parks/chicagos-neighborhood-parks>

Similarly, during the COVID-19 pandemic, the City of South Fulton Parks, Recreation, and Cultural Affairs Department responded to the needs and priorities of the City's residents by using parks and recreation centers to provide residents with essential services such as free food items, food growing kits, and COVID-19 tests.

Additionally, in order to provide residents with activities during the quarantine, staff acted quickly to offer a variety of parks and recreation programs virtually. Program offerings included fitness, health, wellness, arts, and cultural programs. Department staff advertised these programs through social media and created over 100 posts, which led to achieving 631 followers and 4,050 views through the Department's social media Instagram site.

Due to staff's responsiveness and adaptability during these difficult times, it was no surprise to see 75 percent of Master Plan Virtual Public Meeting participants express that their perception of the value of parks, trails, recreation and cultural affairs had "Increased or Somewhat Increased" during the pandemic. When asked how they would want the City to fund parks, recreation, and cultural needs in the future, 92 percent of participants responded that they would like the City to increase funding.



Above

Recent Instagram posts from PRCA have been effective at engaging the public about virtual activities.

Perception of the Value of Parks, Trails, Recreation and Cultural Affairs During COVID-19

Value has Increased
or Somewhat
Increased

75%
RESPONDENTS

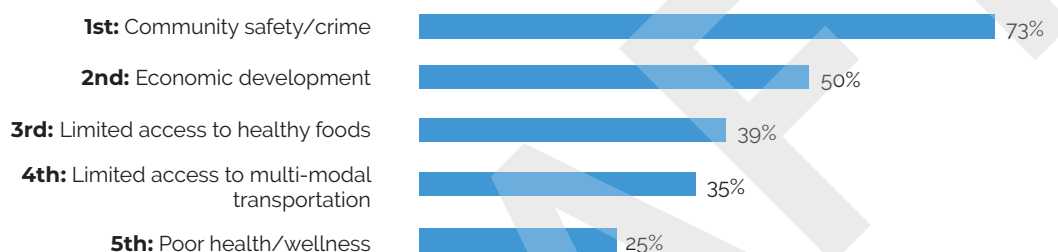
Increase Funding \$

92%
RESPONDENTS

Moving forward, there is an opportunity to explore how parks and recreation can help address some of the broader social, economic, and environmental challenges that residents identified as being most important to their household. As illustrated below, these included community safety/crime, economic development, limited access to healthy foods, and limited access to multi-modal transportation options.

Community Challenges

Respondents were asked to indicate the top 5 social, economic, and environmental challenges facing their community that are important to their household.



2

UPGRADE EXISTING PARKS, RECREATION, AND CULTURAL AFFAIRS FACILITIES

The theme of upgrading existing facilities emerged strongly from the results of two different analysis techniques: the Quality Level-of-Service analysis, and responses to the Statistically Valid Survey. Additionally, the positive impact that upgrading parks infrastructure can have on property values and increasing the City's overall economic development potential further suggests the importance of upgrading the City's parks, recreation, and cultural affairs system.

**Above**

The Welcome All Park Gym is one of the newer facilities in the system, and is well maintained. However, some of the Department's older facilities are in need of improvements.

Quality Level of Service Analysis

The Quality Level of Service (LOS) analysis is a process that evaluates parks based on 5-criteria, each with subcategories of evaluation. The results suggested the park system overall is slightly below expectations.

EVALUATION CRITERIA

- Proximity, Access, and Linkages
- Comfort and Image
- Uses, Activities, and Sociability
- Environmental Sustainability
- Buildings and Architecture

SYSTEM AVERAGE

2.8

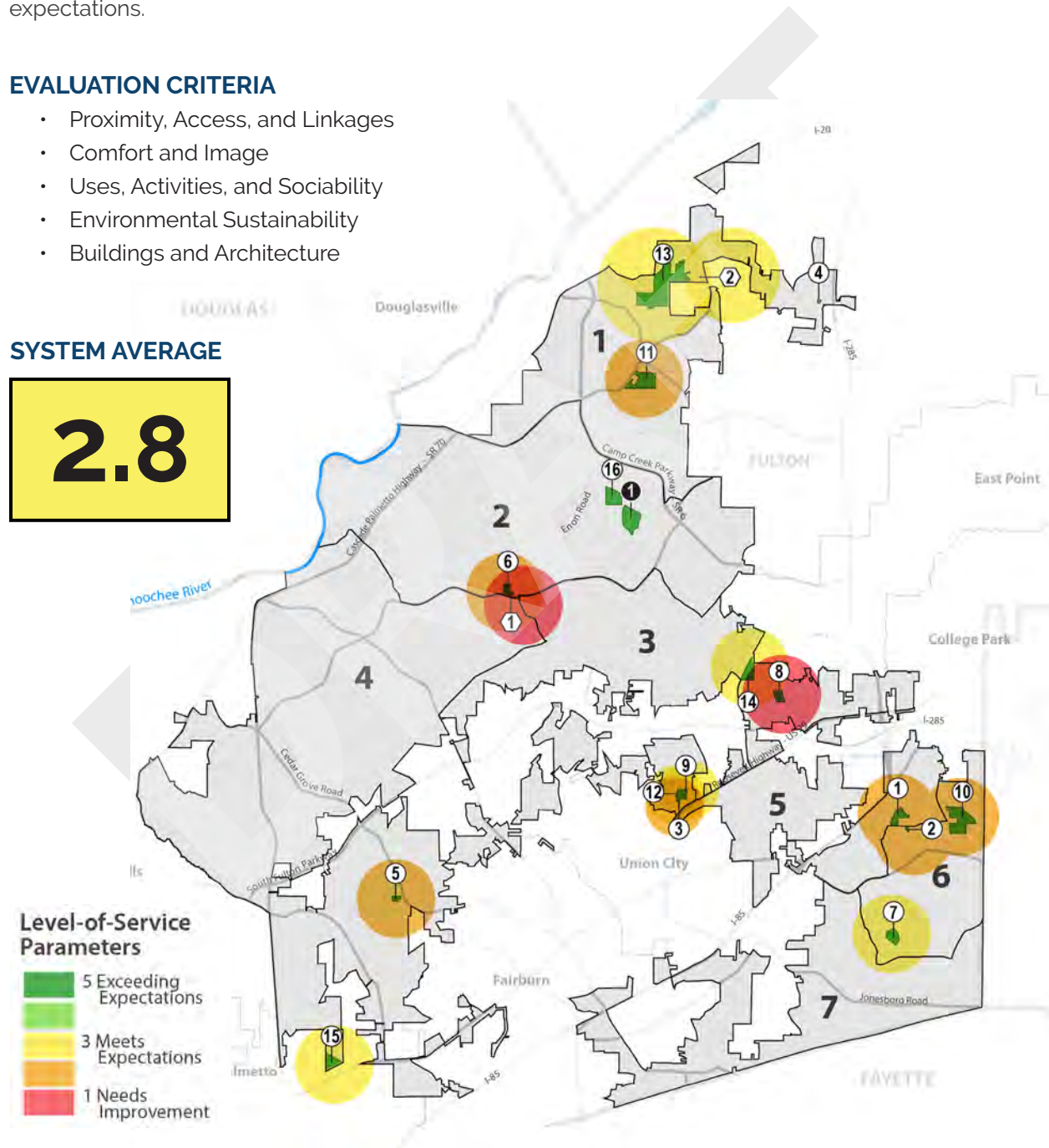


Figure 4
Quality Level of Service Analysis for City of South Fulton Parks, Recreation, and Cultural Affairs Facilities

Key findings from the site evaluations included:

- *Enhancing visibility into the parks and linkages to the parks.*
- *Enhancing the "curb-appeal" of the City's parks.*
- *Re-branding the parks system to include vibrant colors.*
- *Providing a "mix of things to do" in parks to increase uses, activities, and sociability.*
- *Enhancing facility energy efficiency.*

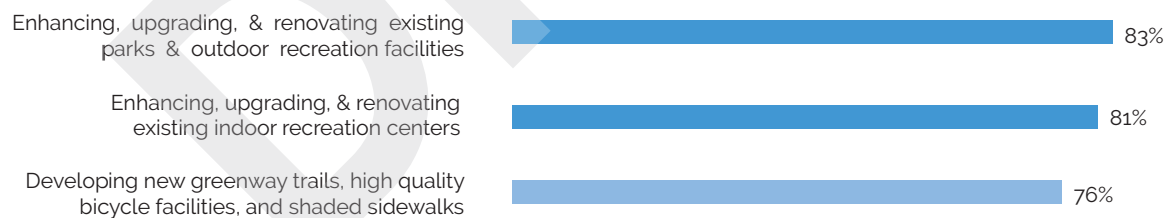
Survey Responses

Results of the Statistically Valid Survey (SVS) showed both that residents' primary desire is for improvements to existing facilities, and that they are being discouraged from park use by their current conditions.

The top 2 actions residents supported to improve the system were enhancing/upgrading existing facilities (#1 outdoor, #2 indoor), exceeding even a desire to develop new facilities of any kind.

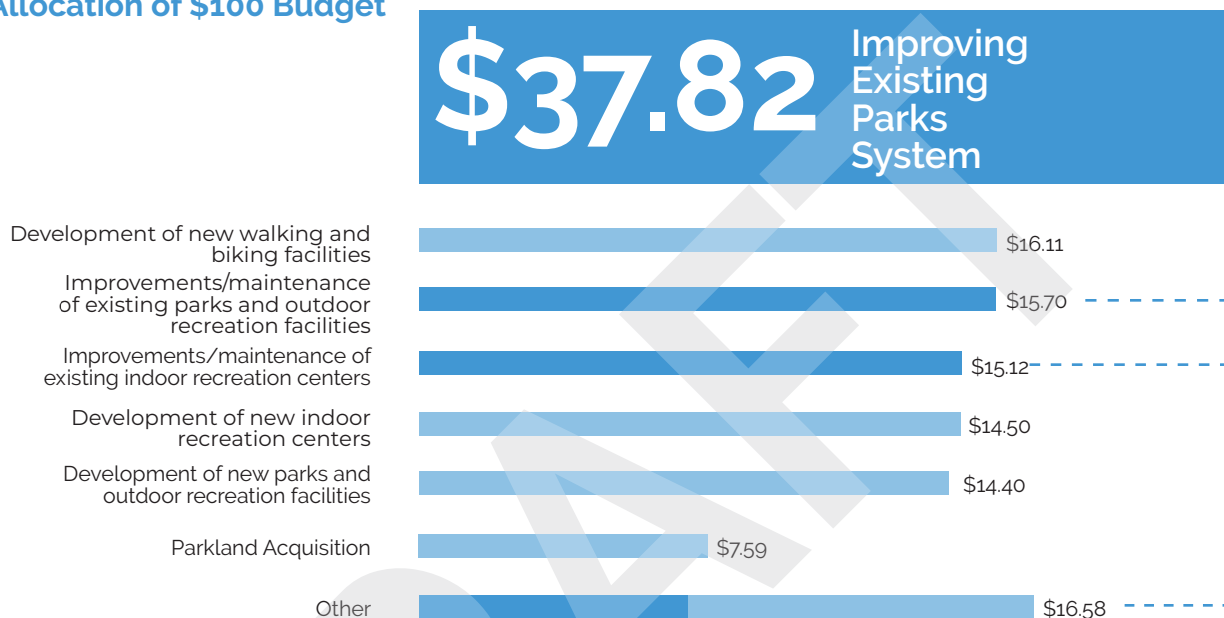
Level of Support for Improvements

Respondents were asked to express their support for various actions that the City could take to improve the parks, recreation, and cultural affairs system. The results reflect the sum of "very supportive" and "somewhat supportive," among residents who had an opinion.



This desire was also evident when residents were asked how they would spend a \$100 budget on the parks system, with over 1/3 of the budget allocated toward improving existing facilities.

Allocation of \$100 Budget



And when considering the barriers to parks and facilities use, 2 of the top 3 responses concerned improvements or lack of maintenance. The third response, residents not feeling safe at parks, may also be partially the result of the other two factors.

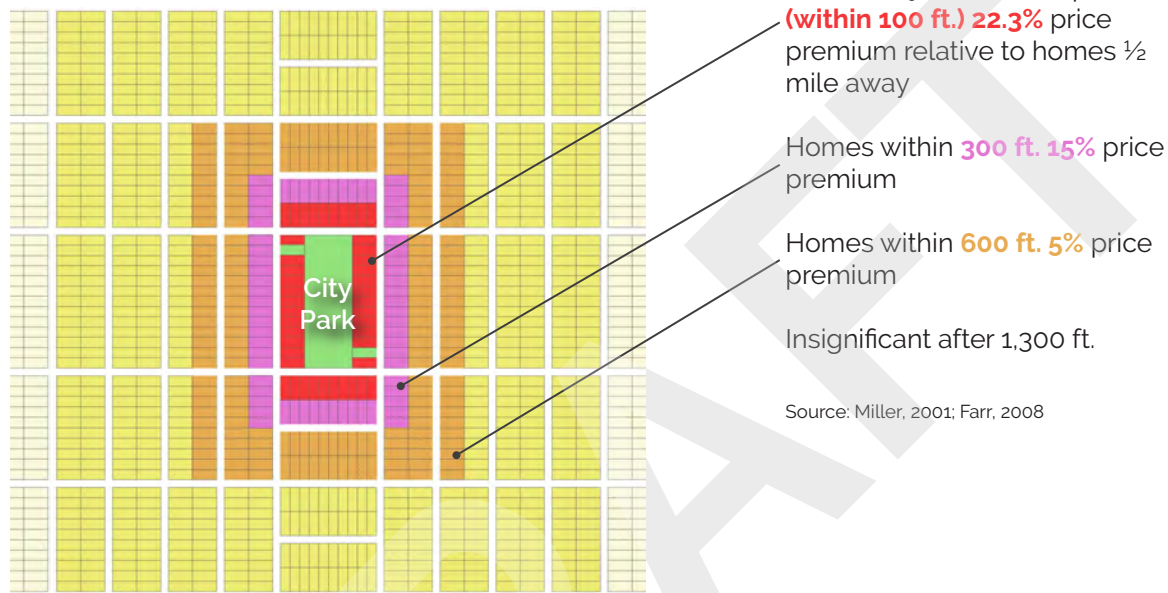
Barriers to Parks, Trails, and Facilities Use

Respondents were asked to indicate the primary reasons they do not use City parks, greenway trails, and recreation facilities more often.



Finally, when considering the broader impacts of making improvements to parks and recreation facilities, research has shown that well maintained parks can both raise property values and encourage development.

Park Quality vs. Real Estate Value



Parks and Economic Development

In recent years, many of the municipalities throughout metro Atlanta have spurred economic development by investing in parks. New "town square" greenspaces have been a popular facility to develop, with numerous examples, including in Duluth, East Point, Sandy Springs, Suwanee, and Peachtree Corners, among others. Many of these parks have resulted in new housing and commercial space developed adjacent to the park, or nearby, often in collaboration with a municipal development authority¹.



Above

The Town Green in Duluth opened in 2002, and includes an amphitheater, lawns, and a recreational fountain. The space hosts numerous events, including concerts, movies ("Flicks on the Bricks"), and festivals.

¹ <https://www.ajc.com/news/local-govt--politics/new-revitalized-downtowns-springing-all-over-metro-atlanta/dLISg2f2a-035Ji30ZvMF5M/>

3

ENSURE EQUITABLE ACCESS

Even prior to the Covid-19 pandemic, many urban planners had been placing significant focus on communities' access to parks. Every resident within a 10-minute walk of a park has become a widespread goal for ensuring equitable access throughout a municipality. Areas without access to parks, by the 10-minute standard or any other, have been termed "park deserts."

**Above**

South Fulton's system will have to be expanded with new parks to ensure that every resident has equal access to high quality greenspaces, like Creel Park seen here.

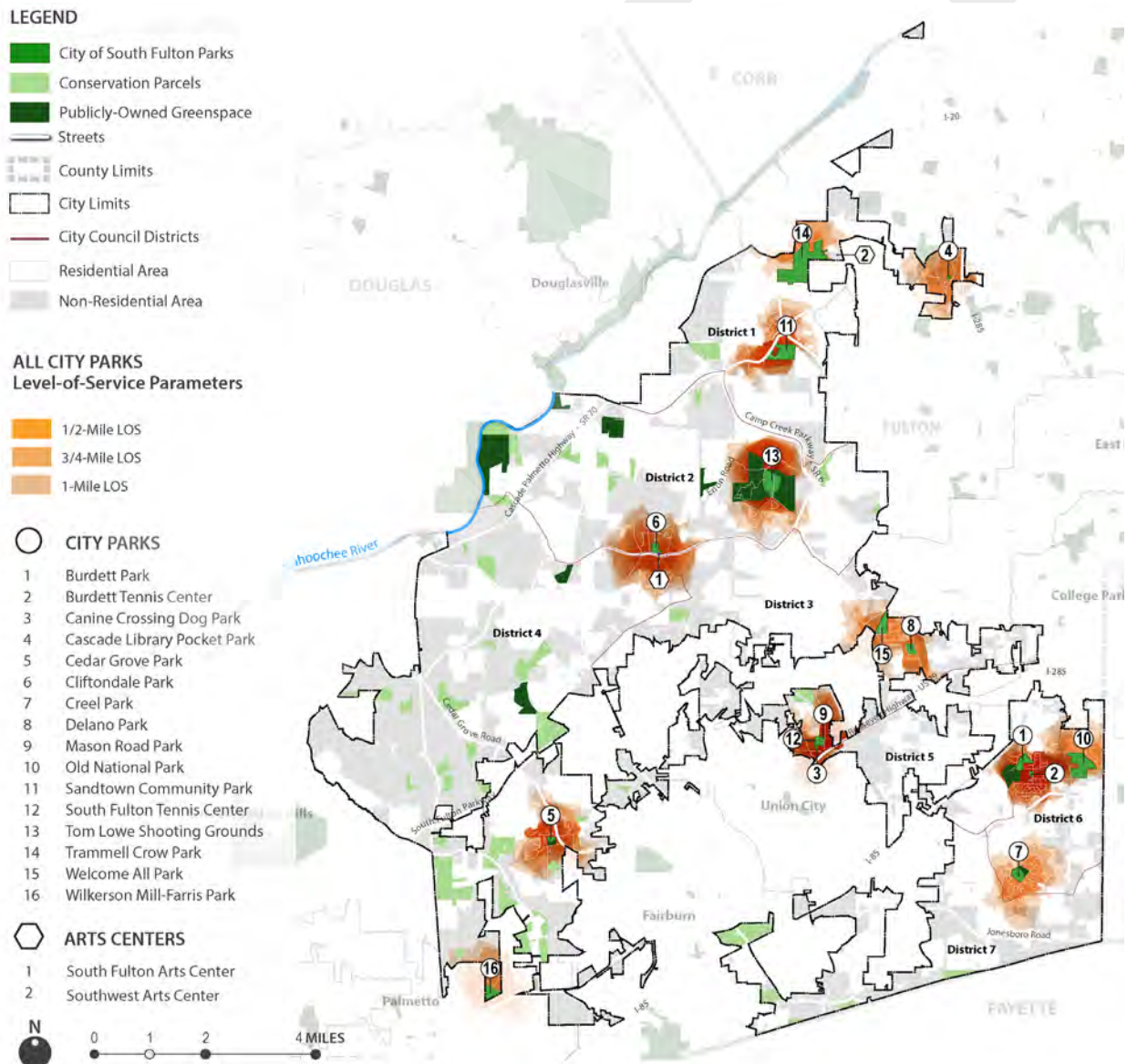
Access Level of Service

Access Level of Service uses Geographic Information Systems (GIS) to analyze the areas that are within a certain distance of a park or other facility, traveling directly on the existing street network.

The following Access Level of Service maps shows that the City of South Fulton must make improvements to ensure that no matter where a resident lives within the City, they have equal access to a park, as well as other facilities

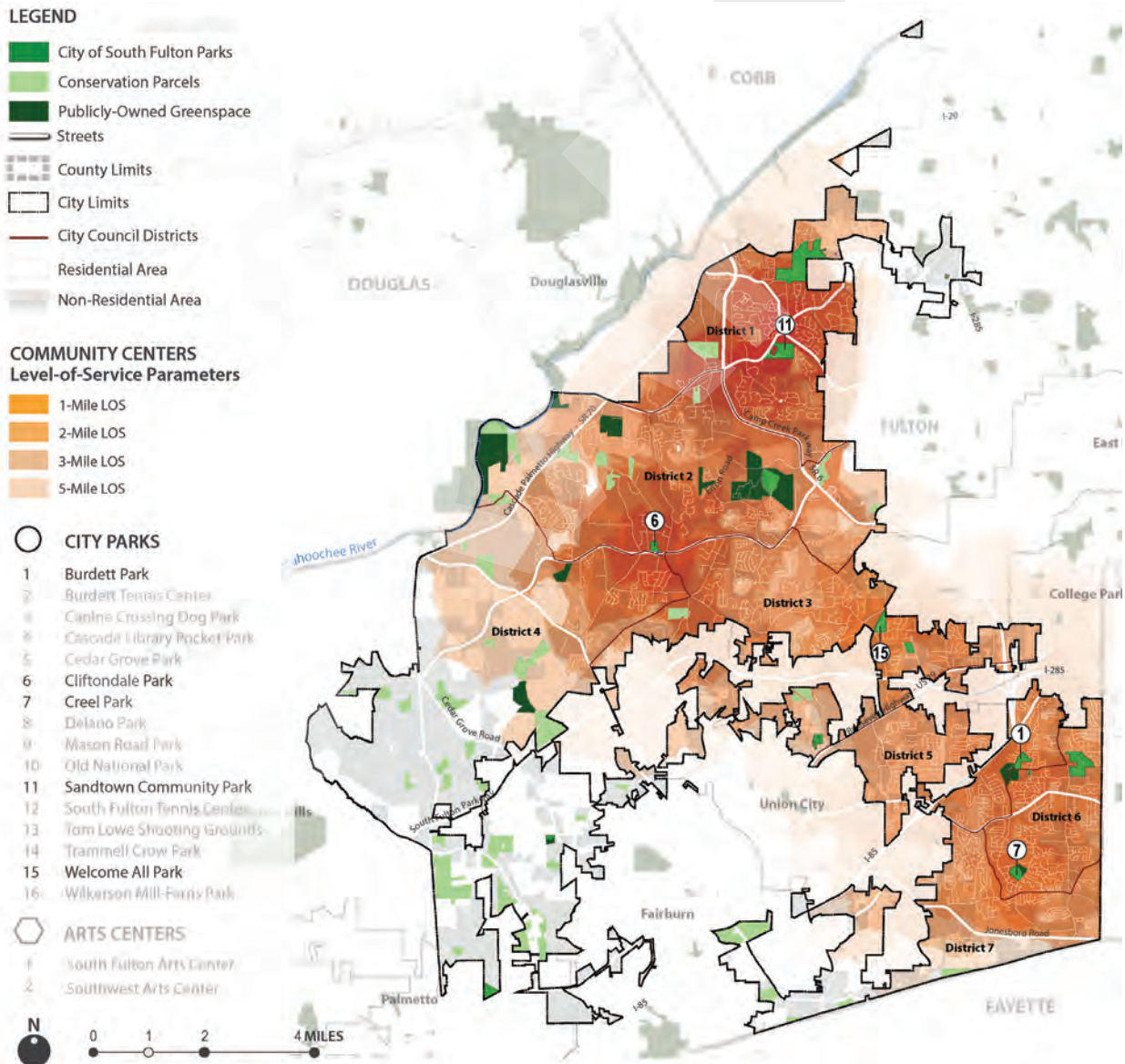
All City Parks

Large portions of the City lack 1-mile (~20-min walk) access to a park, particularly in Districts 3, 4 and 7.



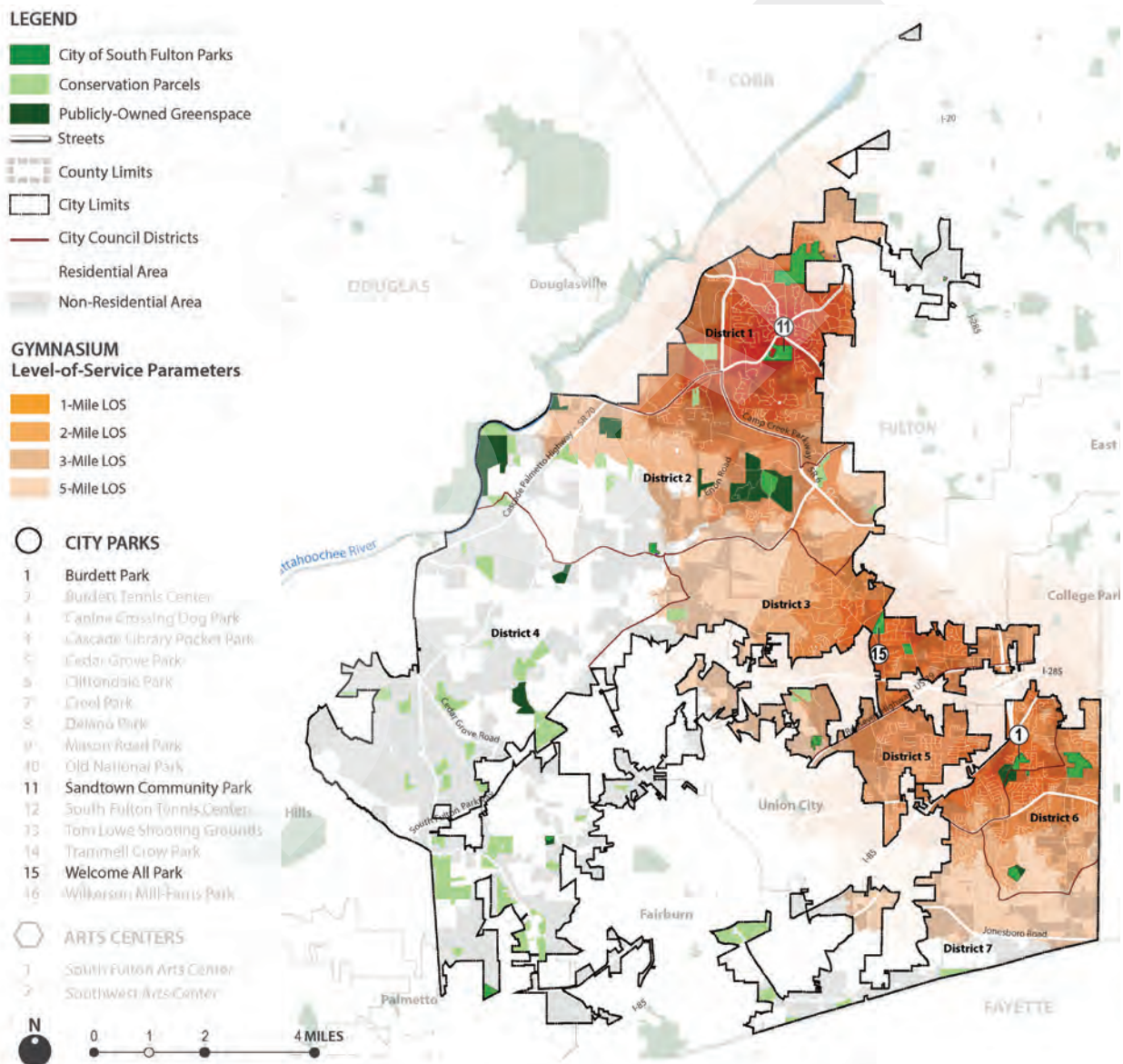
Community Centers

Community Centers are more often reached by vehicle, and therefore the access parameter can be increased to 2, 3, or 5-miles. Access is good for much of the city at 5 and even 3-miles. However, large areas of District 4 in southwest, as well as other portions of the city in the south and northeast are without access, even at 5-miles.



Gym Access

The City has 3 gyms which provide contiguous access to a little less than half the city. However, Districts 4, 5, and 7 largely lack gym access.

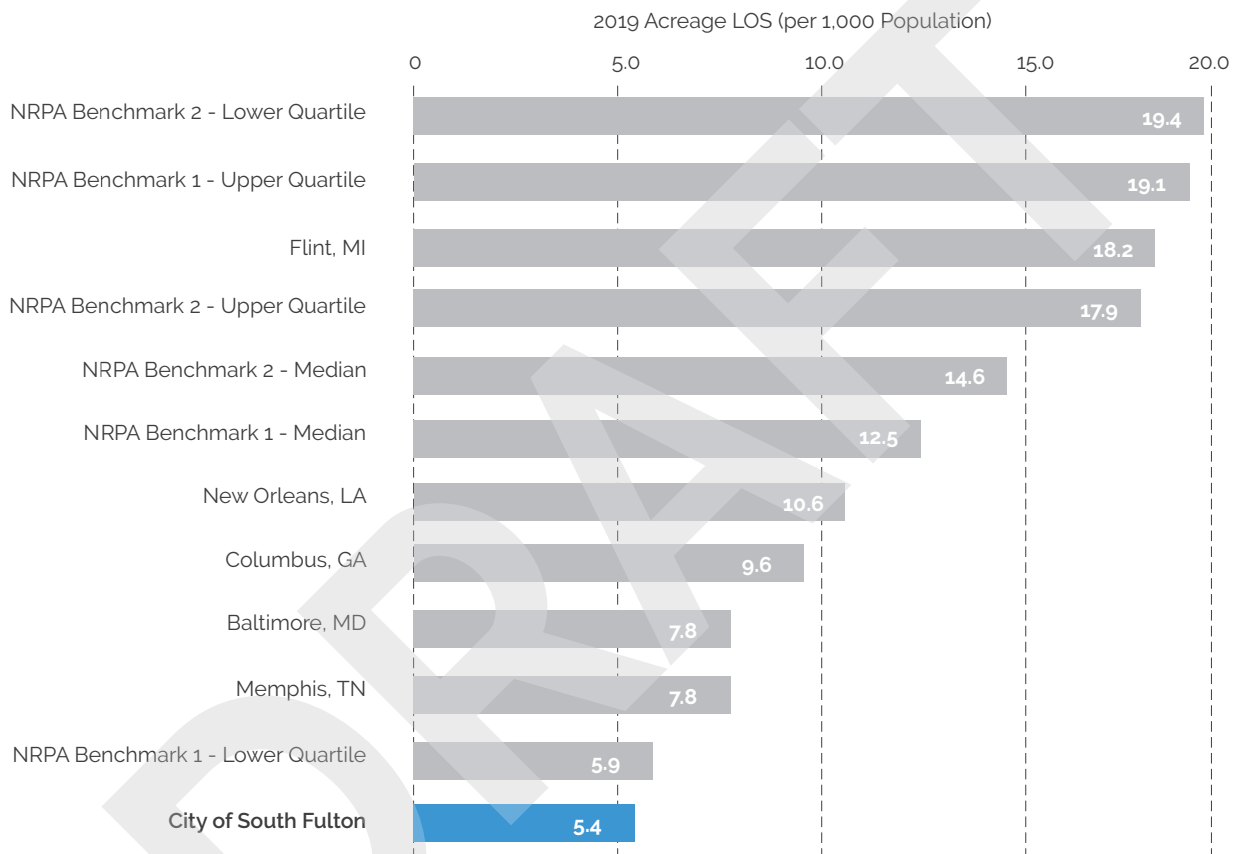


The City has two Arts Centers which provide good access to the north side of the city. However, Districts 5, 6, and 7 largely lack access.



Acreage Level of Service

Acreage Level of Service is another standard used to rate how well a municipality is providing parks to its citizens, by measuring the number of park acres available per 1,000 residents. There is no universal goal to meet, however, by comparing South Fulton to benchmark cities, the City has less parkland than other areas.



Financial Equity

The system should also consider ways to ensure its financial structure is equitable, both in terms of participation costs across various socioeconomic classes, and in terms of how costs are recovered. To that end, a pricing strategy analysis was completed to explore the various ways the City makes programs accessibly to residents. Informed by this analysis, it appears that the City should consider building scholarship policies to ensure that programs are financially accessible by families that may not be able to pay for the programs.

The City should also explore ways to improve cost recovery in programs and increased earned income sources to complement existing General Fund support and fees and charges. This may include exploring opportunities for additional partnerships / sponsorships and naming rights.

Finally, the City should expand the category of Family/Household Economic Status when determining pricing strategies for all programs, as opposed to just Out of School activities.

Pricing Strategies										
Core Program Area	Age Segment	Family/ Household Status	Residency	Weekday/ Weekend	Prime / Non-Prime Time	Group Discounts	By Location	By Competition (Market Rate)	By Cost Recovery Goals	By Customer's Ability to Pay
Adaptive Programs	X		X					X	X	
Adult Athletics			X			X		X	X	
Aquatics	X		X			X		X	X	
Enrichment Activities	X		X					X	X	
Fine Arts	X		X	X			X	X	X	
Health & Wellness	X		X	X		X	X	X	X	
Out of School Activities		X	X	X	X	X		X	X	
Performing Arts	X		X	X	X	X	X	X	X	
Special Events	X		X	X		X	X	X	X	
Youth Athletics	X		X			X	X	X	X	

4

ENHANCE MARKETING + COMMUNICATIONS

In a new and growing city like South Fulton, communication is critical to ensuring that residents are aware of the services and opportunities available to them. Improving communication can be one of the least expensive and most cost-effective strategies the department can take to increase park and program use.



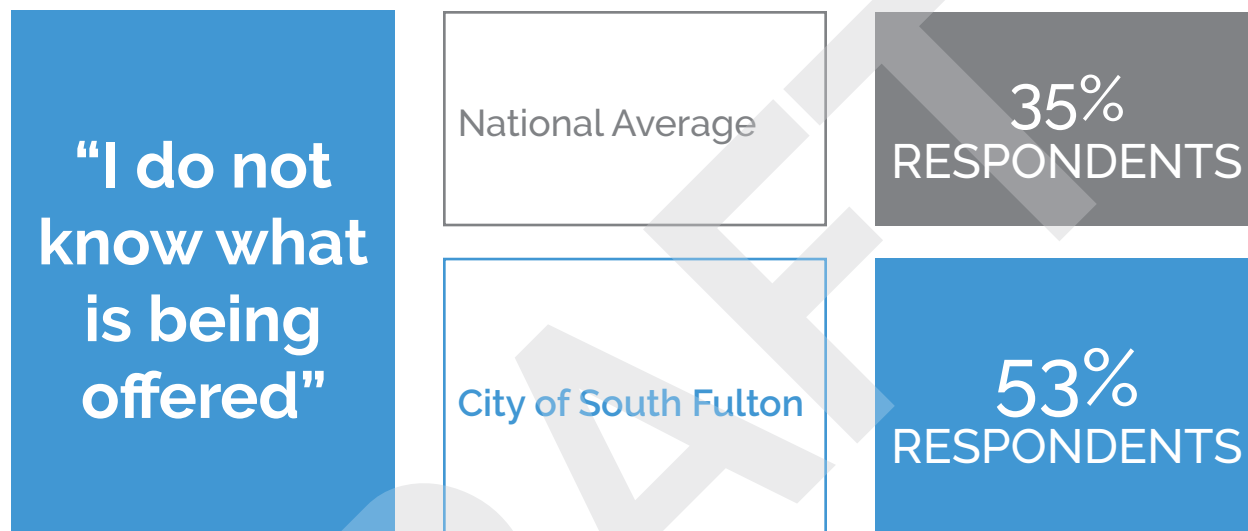
Above

During COVID-19, the Department has expanded its use of social media resulting in increased responses and activity.

Survey Responses

Results of the SVS suggest that there is significant room for improvement, as over half of respondents reported that they don't use programs more often because they "don't know what is being offered."

Reasons Preventing Use of Programs More Often



Based on the results of the SVS, the City falls behind the National Average in every way that residents learn about programs and activities

Ways Respondents Learn About Recreation Programs and Activities

	National Average	City of South Fulton	Difference
Word of Mouth/Friends/Coworkers	48%	43%	-5%
Website	36%	18%	-17%
Social media – Facebook/Twitter	25%	18%	-8%
Newsletters/Flyers/Brochures	24%	17%	-8%
E-mail Bulletin/Email Notification	16%	14%	-2%
Department Brochure	39%	7%	-33%

The City has already begun to address this opportunity in various ways. For example, during the Covid-19 pandemic, the City introduced virtual programming and successfully promoted this new program strategy via Facebook and Twitter. The increased online presence has resulted in thousands of impressions and hundreds of new followers. Continuing and expanding these efforts is a great strategy to pursue.

5

CUSTOMIZE PARKS, RECREATION, AND CULTURAL PRIORITIES BASED ON RESIDENT NEEDS

The SVS provides a unique ability to understand what residents would like to see from their parks system. When the results of the survey align with feedback from other analysis techniques, they form a solid basis for structuring planning and investment around the highest priorities.



Above

The public engagement process resulted in a range of data that should inform how the Department structures its priorities over the next 10 years.

The charts below illustrate the high priority Facility/Amenity Needs and Program/Activity needs of residents as determined by the SVS and the other techniques used during the Needs and Assessment Process.

City-wide Facility + Amenity High Priorities

Facilities + Amenities	Analysis Techniques							
	Statistically Valid Survey	Elected Official Interviews	Online Survey	Steering Committee Meeting	Virtual Public Meetings	Special Events Input	LOS Analysis	Trends Analysis
Paved multi-purpose trails	200	●	●	●	●	●		●
Indoor fitness centers	187		●	●	●	●		
Restrooms at parks	141		●	●		●		
Senior center	135	●	●	●	●	●	●	
Sidewalks	135	●	●	●		●		
Recreation center	116	●	●		●	●		
Indoor pool	109	●	●	●	●	●	●	
Natural areas/nature parks	104		●	●	●			

The Core Program Areas currently offered by the City provide a good base for considering expansion of High Priority programs into additional age segments. For example, based on Health/Wellness programs being the top priority, there may be a need to make Senior Health programs a priority segment, particularly given demographic trends.

City-wide Programs + Activities High Priorities

Programs + Activities	Analysis Techniques						
	Statistically Valid Survey	Elected Official Interviews	On-line Survey	Steering Committee Meeting	Virtual Public Meetings	Special Events Input	Trends Analysis
Fitness/wellness programs	200	●	●	●	●	●	●
Learn to swim	115	●	●	●	●	●	
Senior leisure programs	101	●	●				
Community special events	101	●	●	●	●		

Just as facilities have lifecycle needs of maintenance and improvement, programs must be monitored to ensure that they are filling current needs and trends and not declining in participation. Currently the City is doing well in terms of the lifecycle distribution of its programming, likely in part because programming has only been introduced over the last couple years of the department's existence

Age Segment Analysis						
Core Program Area	Preschool (5 & Under)	Elementary (6-12)	Teens (13-17)	Adult (18+)	Senior (55+)	All Ages Programs
Adaptive Programs		P	S			
Adult Athletics				P	S	
Aquatics						P
Enrichment Activities			P		S	
Fine Arts						P
Health & Wellness			S	P	S	
Out of School Activities		P	S			
Performing Arts						P
Special Events						P
Youth Athletics	S	P				

Strong Program Lifecycle Distribution

Lifecycle	Description	Actual Programs Distribution		Recommended Distribution
Introduction	New Programs; modest participation	38%	76%	50%-60% Total
Take-Off	Rapid participation growth	36%		
Growth	Moderate, but consistent participation growth	2%		
Mature	Slow participation growth	16%	16%	40%
Saturation	Minimal to no participation growth; extreme competition	5%	7%	0-10% Total
Decline	Declining participation	2%		

6

MAXIMIZE RESOURCE GENERATION + ALLOCATION

There are various opportunities for the City to maximize resource generation and allocation for programs and operations.

For programs, the City should consider the following:

- Seek to further integrate the City's unique arts and cultural facility-based programs into the Department to set the direction for assets and services in coming years.
- Better define target markets during the program development process.
- Finalize the Program Standards and Quality Assurance Measures to help ensure consistency in program delivery.
- Ensure accurate and robust communication with user group participants/parents.
- Identify the community's expectation and develop performance measures to achieve success.

For operations, the City should consider the following:

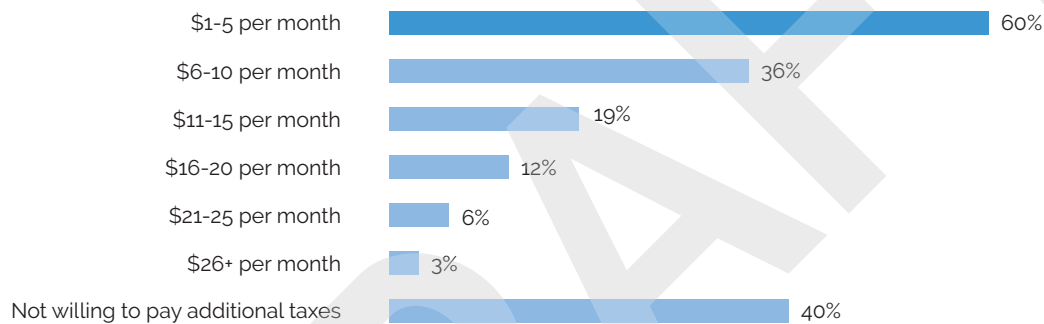
- Establish best practices in service delivery and partnership management
- Use current tracking data from operations to establish key performance indicators to ensure management to outcomes and better resource allocation (Equipment, personnel, financial)
- Complete a comprehensive assessment and approach to arts and cultural affairs
- Enhance professional development for staff
- Provide customer service training and standards for onboarding program, customer greeting, attire, expectation and recognition.

*Finally, seize the moment! As noted, feedback from South Fulton suggests that the perceived value of parks and recreation has increased during the Covid-19 pandemic. **Three quarters** of respondents during the City of South Fulton Virtual Public Meetings reported increased value, and similar findings have been reported in the metro area and around the country.*

Consistent with the high perceived value, the SVS in the City of South Fulton also noted that 60 percent of respondents would be willing to pay between \$1.00 to \$5.00 per month in increased taxes for parks, recreation, and cultural facilities. This could translate into \$1 Million to \$6 Million in increased funding for the Parks, Recreation, and Cultural Affairs Department.

Willingness to Pay Taxes

Respondents were asked how much more of an increase in additional taxes they would be willing to pay to fund the parks, trails, recreation, sports facilities, and programs that are important to them and their household.



Lastly, the City could then leverage this increased revenue with Grants and Philanthropic Contributions to stretch the impact of tax payer dollars.

Source of Funds

Respondents were asked which funding sources they would support using to fund the types of parks, trails, recreation, sports facilities, and programs that are most important to their household.





Long-Range Vision and Implementation

THE LONG-RANGE VISION

As a new municipality, the City of South Fulton is in a unique position to establish the principles and strategies that will guide the City's progress in the coming years.

Parks and recreation systems are a vital and distinctive component of any city. The City of South Fulton leadership has the opportunity now to shape the role and importance of the Department within the City's urban context. The Parks, Recreation, and Cultural Affairs Department (PRCAD) can be an integral component of the City's continued positive growth, helping to address many of the challenges and opportunities the city faces.

The following mission and vision statements were developed to guide the PRCAD over the next 10-years and beyond:

Mission: Build community through **high-quality** and **equitable** parks, trails, recreation, and cultural experiences.

Vision: Create an interconnected system of parks, trails, recreation, and cultural experiences that **strengthen the sustainability** and **resiliency** of the City of South Fulton.

Six Guiding Principles were also established to guide PRCAD's mission and vision.



Reinforce safe communities and identity



Enhance equity and inclusivity



Foster economic development



Promote excellence in education, health, and wellness



Maximize awareness



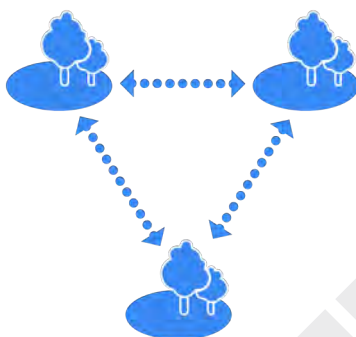
Improve financial, environmental, and social sustainability

3 Action Strategies were developed: To begin implementing the Mission, Vision, and Guiding Principles:



Refresh

Refresh refers to a comprehensive upgrading of the PRCAD system, with a particular focus on facilities, and additional updates to programs and staffing, as necessary. Facilities upgrades may include renovations, replacements, and/or improvements to create a cohesive and high-quality appearance and experience throughout the system.



Connect

Connect refers to the creation of physical linkages, like trails, as well as expanding awareness and partnerships to support the offerings and benefits of the system.



Develop

Develop refers to expanding the system's parks, facilities, programs, and staff to keep pace with the City's growing population, and ensuring that all development in the City of South Fulton considers the implications and opportunities for parks, recreation, and cultural affairs.

Each of the three actions also relate to three targeted focus areas: Programs, Places, and People.

Programs refers to any organized activity and service that PRCAD provides its customers.

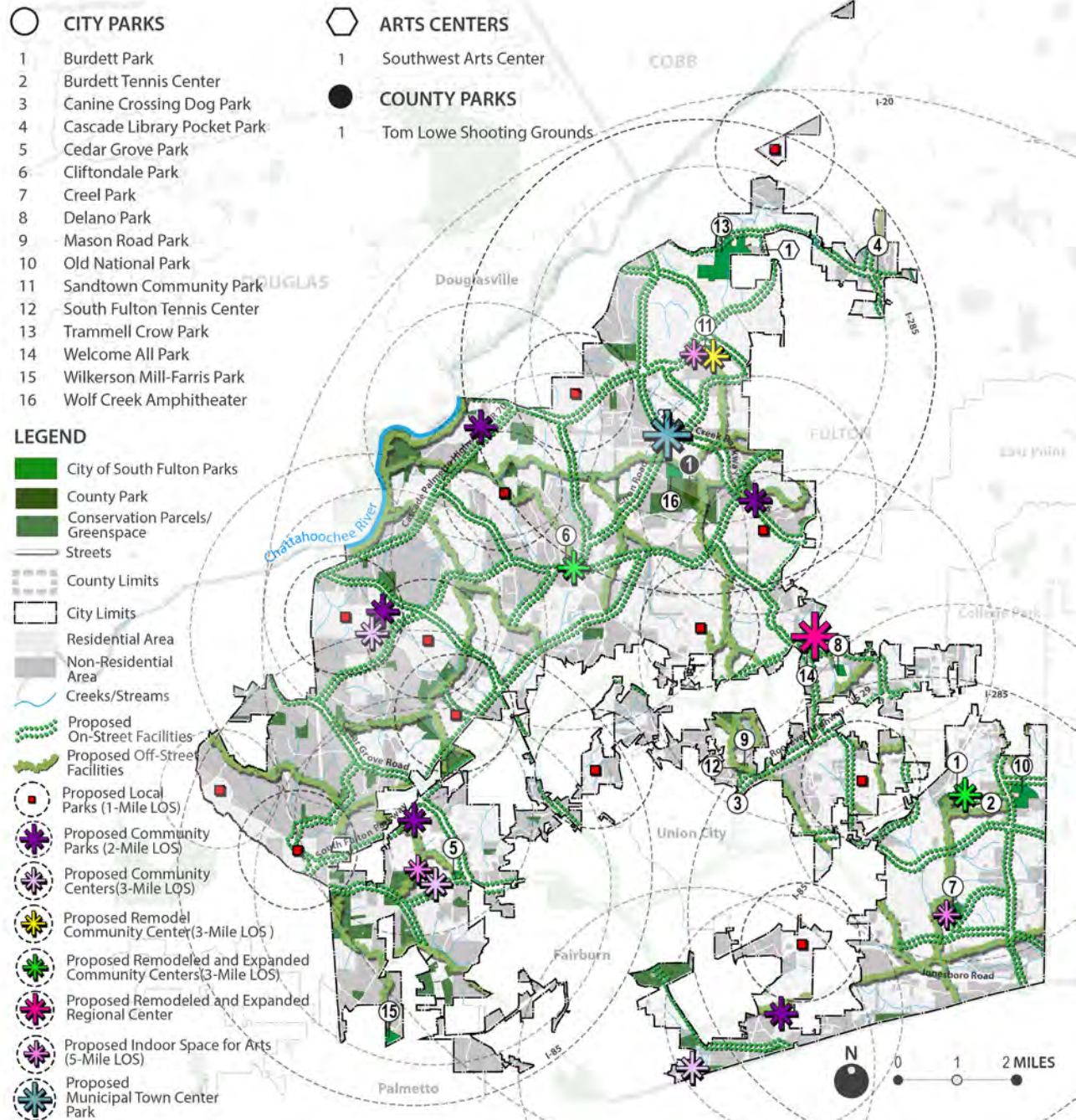
Places refers to physical locations that PRCAD owns, operates, and manages such as parks, indoor centers, and recreation facilities.

People refers to PRCAD staff and contractors that provide services to their customers.

At its core, this Parks, Recreation, and Cultural Affairs Long-Range Vision is about providing meaningful and equitable benefits for all residents of the City of South Fulton. Its implementation will lead to beautiful parks within a short walk from everyone's home. It will mean a variety of recreation and parks facilities across the city; natural areas for South Fultonites to immerse themselves in nature; and indoor recreation centers designed to support the PRCAD's programs. Most importantly, it is a commitment to a high quality of life for everyone in the South Fulton community.

The map on the next page demonstrates what the City's fully realized Long-Range Vision would look like as an interconnected network. It stitches together the various recreation and park resources to achieve a better functioning system and, ultimately, to strengthen communities throughout the city. With this Long-Range Vision, the PRCAD is poised to establish itself as an active, healthy, happy, and thriving community by harnessing the "power of parks."

AN INTEGRATED AND EQUITABLE LONG-RANGE VISION



CONCEPTUAL PARK MASTER PLANS AND PARK IMPROVEMENT PROJECTS

The Vision for the PRCAD also proposes improvements to existing parks. Based on the input collected from residents during a park visioning workshop, the proposed PRCAD Long-Range Vision, parks and recreation planning and design best practices, national parks and recreation trends, and previously collected public input, the Consultant Team worked collaboratively with residents, stakeholders, and staff to develop 12-conceptual park master plans, similar to the plan below for Cliftondale Park.



While these plans are conceptual in nature and would have to go through additional community input to refine the designs, they facilitated the development of 68-park improvement projects throughout the City's parks system. Breaking up the conceptual park master plans into these park improvement projects facilitate the phased implementation of the conceptual park master plans over time.

FUNDING

The ability to implement the City's Long-Range Parks, Recreation, and Cultural Affairs Vision and park improvements projects is based on the amount of funding that will be available over the next 10-years.

The Consultant Team along with the City's Financial Advisor, Mr. Ed Wall with Piper Sandler & Company completed financial models to identify realistic funding strategies for the implementation of park improvement projects. These models were based on public funding calculations and discussions with staff about order of magnitude grants and philanthropic contribution amounts that may be obtained and leveraged. Four primary options were identified that ranged from Pay-As-You-Go funding strategies with the City's remaining available millage, to options that consider extra ordinary funding sources. These options are illustrated below.

Parks, Recreation, and Cultural Affairs Capital Improvement Funding Options

FUNDING OPTIONS	Remaining Millage Pay As-You Go with	Bonding Remaining Millage	G.O. Bond		Two 5-Year SPLOTS using remaining 0.25 from Sales Tax
			+\$3 per Household/ Month	+\$5 per Household/ Month	
Funds from Funding Option	\$ 14.5 MM	\$ 28 MM	\$ 42 MM	\$ 70 MM	\$ 60 MM
Other Parks and Recreation Grants	\$ 5 MM	\$ 5 MM	\$ 5 MM	\$ 5 MM	\$ 5 MM
CDBG Grants	\$ 500 K	\$ 500 K	\$ 500 K	\$ 500 K	\$ 500 K
TOTAL	\$ 18.58 MM	\$ 33.5 MM	\$ 47.5 MM	\$ 75.5 MM	\$ 65.5 MM
Philanthropic Contributions (10%)	\$ 1.85 MM	\$ 5.02 MM^	\$ 7.125 MM^	\$ 11.325 MM^	\$ 9.825 MM^
TOTAL	\$ 20.43 MM	\$ 38.525 MM	\$ 54.625 MM	\$ 86.825 MM	\$ 75.325 MM

Based on conversations with City leadership, Mayor, and City Councilmembers, the option to pursue a \$70 million general obligation bond through a voter referendum during the 2023 or 2024 election cycle was of interest to most elected officials. This would lead to a potential Phase-1, 10-Year Funding Strategy of \$75.5 million, not including potential philanthropic contributions.

To pursue this bond, the City should procure the services of a specialized firm to assist the City in conducting feasibility research for pursuing a general obligation bond. This feasibility research would include studying local laws and recent elections; conducting a public opinion survey; providing recommendations regarding program design; and assisting with the development of strategies for supporting dedicated, ongoing sources of public funds for identified purposes.

Concurrently, City leadership, Mayor, and City Councilmembers agreed that it would be important to coordinate with local municipalities and Fulton County to lobby the State Legislature to allow the use of the remaining partial cent for SPLOST. This would allow the City to leverage additional funds for park projects in the future.

PRIORITIZATION OF PARK IMPROVEMENT PROJECTS AND IMPLEMENTATION

Informed by the proposed Phase-1, 10-Year Funding Strategy, the Consultant Team scored and ranked the 68-park improvement projects identified during the development of conceptual park master plans, based on the following goals:

- 1. Health, Safety, and Welfare** - Project addresses physical safety hazards of facilities or amenities that may fail and cause harm to the public.
- 2. Preserve/ Replace Facility** - Project addresses facilities with significant disrepair and capital improvements to preserve necessary operability.
- 3. Community Needs** - Project addresses community demand based on Needs Assessment findings.
- 4. Service Gaps** - Project addresses community need by filling a Service Gap from Gap Analysis/ Access Level of Service.
- 5. Social Equity** - Improvements are located in an area in the City that has a high social vulnerability index based on the Centers for Disease Control and Prevention Social Vulnerability Index.

This prioritization led to the identification of the top 12-projects that collectively total just over \$70 million dollars. This is the bond funding amount that could potentially be raised through the preferred funding option discussed. These projects are identified in the list below and mapped in the following pages.

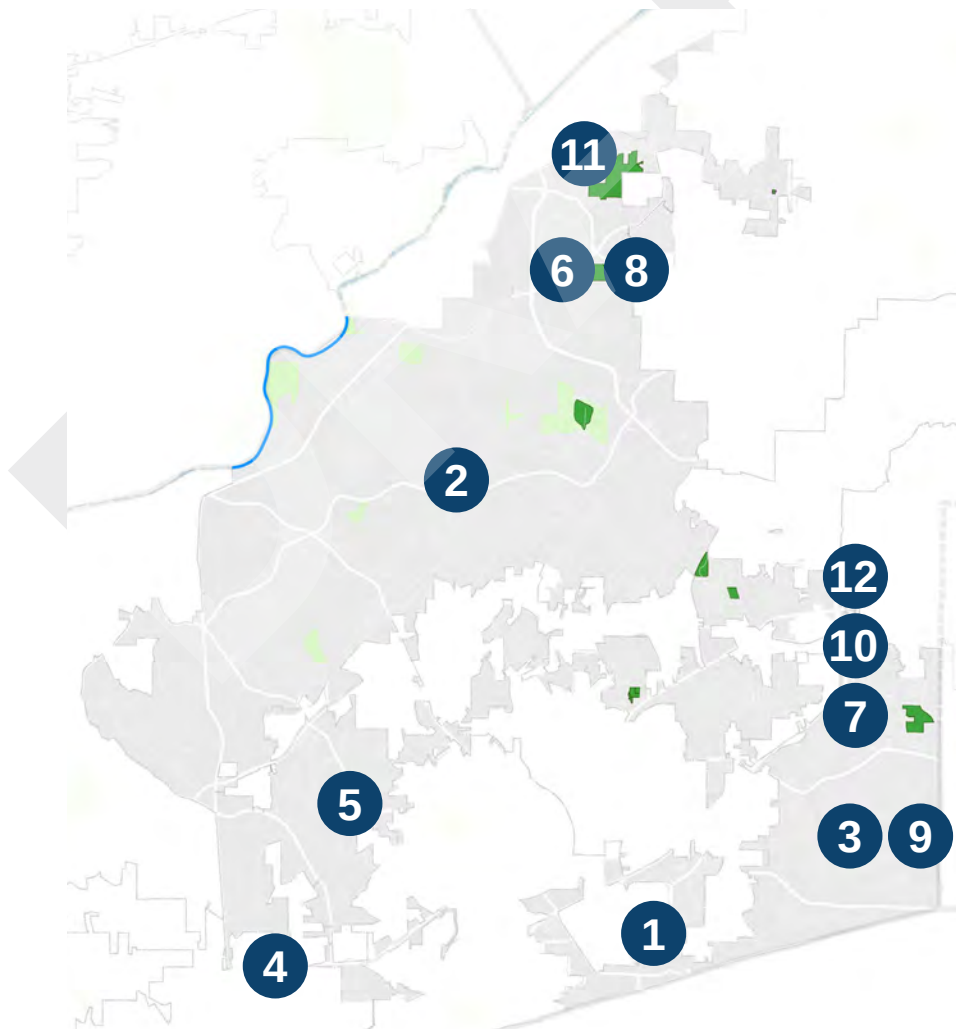
Parks, Recreation, and Cultural Affairs Phase-1 Implementation Project List

Rank	Park/Project Name	Project Description	Order of Magnitude Planning Level Costs	Order of Magnitude O&M Costs (Yearly)
1.	New Neighborhood Park	New, 5-acre Neighborhood Park in the southern area of the City that currently does not have a Neighborhood Park. Primary Neighborhood Park facilities include a covered playground with safety surface, restroom, multi-purpose open space, multi-purpose sports court with basketball, tennis, and pickleball lines, outdoor picnic areas/ pavilions, multi-purpose loop trail, and nature trail. Supplemental facilities include a covered exercise corral with safety surface, furnishings, lighting, and on-street parking.	\$5 MM	\$10,000
2.	Cliftondale Park Recreation Center	Demolishing of existing building and construction of primary facility 30,000 sf recreation center with indoor gymnasium, multi-purpose rooms, indoor fitness room, storage, and staff offices. Construction of supplemental facilities parking area, on-street parking along and sidewalk along Butner Road, and stormwater facility with loop trail.	\$16.8 MM	\$1,300,000

Rank	Park/Project Name	Project Description	Order of Magnitude Planning Level Costs	Order of Magnitude O&M Costs (Yearly)
3.	Creel Park playground, exercise corral, picnic area/ pavilion, and trail improvements	Replace primary facility playground, nature trails, and multi-purpose trail with supplemental facilities safety surface, shade canopy, furnishings, water fountain, exercise corral with safety surface, shade canopy, and furnishings. Selectively clear natural area and prune trees.	\$2 MM	\$40,000
4.	Wilkerson Mill-Farris Park Recreation Center	Development of primary facility 30,000 sf recreation center with indoor gymnasium, fitness center, multi-purpose rooms, staff offices, and storage.	\$16.6MM	\$1,300,000
5.	Cedar Grove Park development of playground, exercise corral, multi-purpose eclipse and northern portion of multi-purpose trail.	Installation of primary facilities of an eclipse 10'-wide multi-purpose trail, playground with safety surface, shade canopy, picnic area/ pavilion, splash pad, and northern portion of 10'-wide multi-purpose loop trail. Supplemental facilities include an exercise corral with canopy and safety surface, drinking fountain, and furnishings.	\$5.5 MM	\$55,000
6.	Sandtown Community Park Recreation Center remodel	Remodeling and update primary facility recreation center including indoor gymnasium, fitness center, multi-purpose rooms, storage, and staff offices.	\$4.5 MM	\$1,300,000
7.	Burdett Park natural area and paved and unpaved walking/hiking trails	Pruning and selectively clearing primary facility natural areas and installing paved and unpaved trails with seating areas.	\$2.5 MM	\$30,000
8.	Sandtown Community Park multi-purpose field, running track, and nature trails.	Expand existing primary facility multi-purpose field to include running track, nature trails, and natural area between Sandtown Recreation Center and field with supplemental facilities on-street parking.	\$4 MM	\$70,000
9.	Creel Park multi-purpose field, trail, and picnic area/ pavilion improvements	Improve existing primary facilities multi-purpose field, develop one group outdoor picnic area/ pavilion, and multi-purpose trail around the field.	\$1.8 MM	\$20,000
10.	Burdett Park multi-purpose field, trail, outdoor restroom, and sidewalks	Installation of primary facilities multi-purpose field, outdoor restroom, trail, sidewalks connecting to the park, and supplemental facility parking.	\$ 2MM	\$35,000

Rank	Park/Project Name	Project Description	Order of Magnitude Planning Level Costs	Order of Magnitude O&M Costs (Yearly)
11.	Trammel Crow Park nature trails and disc golf course	Installation of primary facilities nature trails around the southern portion of the park along with an 18-hole disc golf course.	\$ 4MM	\$65,000
12.	Burdett Park Recreation Center remodel and expansion	Remodel and expand primary facility the recreation center to include improved indoor gym, multi-purpose rooms, fitness center, storage, and staff offices.	\$10.2 MM	\$1,300,000
Totals			\$74.9 MM	\$5,525,000

Parks, Recreation, and Cultural Affairs Phase-1 Implementation Project Locations



STAFF ACTIONS

Lastly, staff actions will ensure that the City's Parks, Recreation, and Cultural Affairs Long-Range Vision remains equitable, relevant, and impactful.

Staff actions were developed to complement and build upon the City's phased park improvement projects and provide a process by which the City will implement the vision.

Organized around the Strategic Actions described in the Long-Range Vision and informed by the preferred funding strategy, seventy-four (74) Recommendations/Projects, Key Performance Indicators (KPIs), Responsible Parties, and Time Frames that the City should follow to implement the Parks, Recreation, and Cultural Vision were also developed. These staff actions are intended to be a "living section", which will be used by staff on a daily basis and updated based on current information.

DRAFT



Why a Parks & Recreation Master Plan?

0.1 PROJECT PURPOSE

The City of South Fulton was incorporated in April 2017, making it one of the newest municipalities in metro Atlanta. Prior to incorporation, Fulton County provided parks, recreation, and cultural services within the area that became the City of South Fulton. Many of these county facilities are now part of the City of South Fulton parks, recreation, and cultural affairs system.

The City of South Fulton Parks, Recreation, and Cultural Master Plan (Plan) is the first comprehensive effort to contextualize and catalog the City's parks, recreation, cultural facilities, and programs. It also looks ahead, considering how the city is expected to grow, and the role that parks, recreation, and cultural affairs should play. Ultimately, it will establish a vision for the enhancement and development of a parks, recreation, and cultural system that is the pride of the residents of the City of South Fulton.

This Plan will provide valuable information as the City considers its possibilities; it will provide residents with opportunities for refreshment and diversion, while also helping to address some of the complex challenges that the City faces. The ultimate goal of the Plan is to improve the social, environmental, and economic quality of life of existing and future residents. The Plan accomplishes these objectives by achieving the following three goals:

1

Creates a decision-making framework that ensures a systematic approach to developing a balance of parks and recreation facilities, amenities, and programs that are responsive to City resident social, economic, and environmental needs and priorities now and into the future.

2

Creates a vision for an integrated public realm – including parks, natural areas, civic spaces, rights of ways, and other linear greenspace corridors – that generate multiple economic, social, and ecological benefits for the City.

3

Establishes a realistic and achievable implementation strategy that allocates and leverages resources to improve, manage, and operate the City's parks, recreation, and cultural affairs system.



A Model of an Integrated
Public Realm System

0.2

PLANNING PROCESS

This Plan is based on a traditional strategic planning process. It consists of an analysis of the City's existing Context, Needs and Priorities Assessment, Long-Range Vision, and Implementation Strategy. Each phase of the process builds on the findings and conclusions from the previous phases.

Following is an overview of each of the report chapters and a description of how the planning process is integrated into each chapter.

1

CHAPTER 1 - Context includes an assessment of both the community and the parks and recreation system. The community analysis focuses on understanding the context of the parks and recreation system within the community's existing challenges, opportunities, and vision. The parks system analysis focuses on understanding the state of the department, recreation programs, and parks and recreation facilities.

2

CHAPTER 2 - Needs and Priorities Assessment determines the gaps between existing and desired conditions of the parks and recreation system. The process is based on a proven "triangulated" approach to identifying needs and priorities. It includes various types of anecdotal, qualitative, and quantitative methods to determine top priorities from different perspectives.

Anecdotal Methods:

- Park site visits
- Parks and recreation system trends analyses

Qualitative Methods:

- Stakeholder interviews
- Special events public engagement special event
- On-line engagement

Quantitative Methods:

- Statistically Valid Survey
- On-line Survey
- Level-of-Service Analysis

3

STEP 3 - LONG-RANGE VISION outlines a vision for the Plan based on:

1. Findings from the first two phases of the process;
2. Best planning practices and principles; and
3. The unique desires and aspirations of the community.

The vision includes a description of the parks and recreation "subsystems", service-delivery models, classifications, and level-of-service metrics.

4

STEP 4 - IMPLEMENTATION STRATEGY includes a summary of potential funding options and a phased implementation strategy to implement top priorities based on projected funding. The Implementation Strategy also includes staff actions comprised of Recommendations/Projects, Key Performance Indicators (KPIs), Responsible Parties, and Time Frames that the City should follow to implement the Parks, Recreation, and Cultural Affairs Vision.

PLANNING PROCESS OVERVIEW





South Fulton Context

1.1 OVERVIEW + SUMMARY FINDINGS

Context is defined as “the circumstances that form the setting for an event [...] in terms of which it can be fully understood and assessed.”¹ The term originates from two Latin words “Con” meaning together, and “Texere” meaning to weave.

Weaving together elements related to the City's physical framework and its people are critical to understanding the essence of the City of South Fulton and establishing a strong foundation for the development of this Plan.

Parks, recreation, and cultural facilities occupy a unique and powerful juncture between the physical framework of a place and its people. Besides road right-of-way, parks are commonly a dominant proportion of a jurisdiction's publicly owned land, and frequently the public places citizens interact with most directly. Weaving together social, culture with the built and natural environment, parks provide a critical opportunity to strengthen the fabric of society. In a dynamic environment like the City of South Fulton, understanding the nuances of context is extremely valuable to contributing to the overall success of the community.

The overall context for the City of South Fulton is understood through the review and analysis of the following three specific contexts:



PLANNING CONTEXT

Initiatives and projects previously proposed and ongoing for the City of South Fulton.



DEMOGRAPHIC CONTEXT

The make-up and characteristics of the people of the City of South Fulton.



PARKS SYSTEM CONTEXT

The organizational, programmatic, and physical conditions of the City's existing parks system

¹ www.dictionary.com

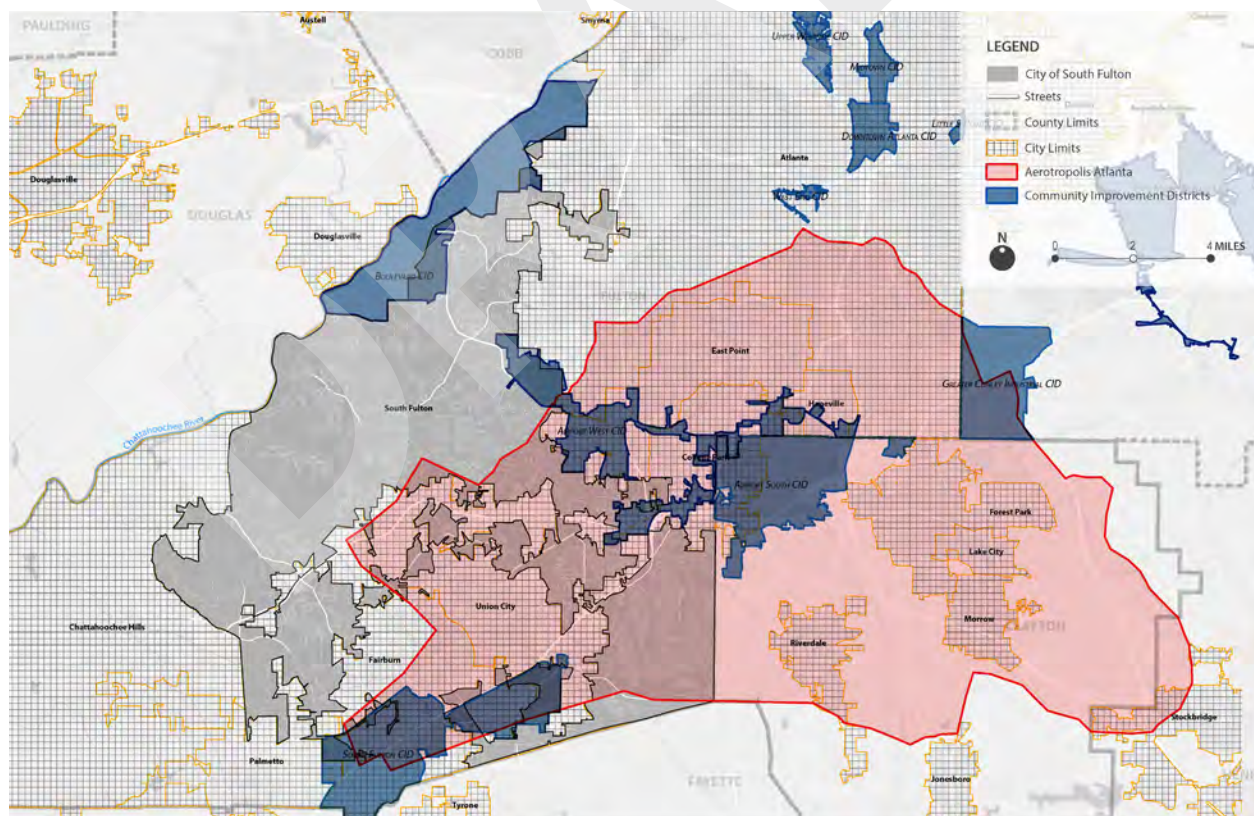
1.2 The City's Planning Context

The City of South Fulton is well poised for success. Strategically located close to downtown Atlanta, as well as Hartsfield-Jackson International Airport, access—to both jobs and amenities—is one of the City's strongest attributes.

In addition to Fulton County, a variety of nearby municipalities and quasi-governmental entities can function as partners in comprehensive planning efforts that extend beyond the boundary of any single organization. Some of the notable organizations working across the area are the Aerotropolis Atlanta Alliance, as well as three Community Improvement Districts (CID) whose boundaries cover parts of South Fulton:

- South Fulton Community Improvement District
- Airport West Community Improvement District
- Boulevard Community Improvement District

Figure 1.1
Planning Area Context



In order to understand how recent and ongoing planning efforts may impact the City in the future, plans with relevance to the parks, recreation, and cultural system were reviewed and are summarized in the following pages.

Fulton County 2035 Comprehensive Plan (2016)

In 2016, Fulton County completed a comprehensive plan covering a 20-year planning focus (2015-2035), updating the 2030 Comprehensive Plan from 2011. The City of South Fulton is scheduled to create its own Comprehensive Plan in 2021. At the time that this project began, the City was using this County plan, to guide decision making.

The plan was structured along the 2014 Georgia Minimum Planning Standards, and included three primary components:

- **Community Goals:** A representation of the community's desired future direction for Unincorporated Fulton County based on community member feedback.
- **Needs & Opportunities:** An analysis of the County's existing conditions based on research and public input.
- **Community Work Program:** A plan of activities to be carried out over the following 5 years to address the needs and opportunities previously identified.

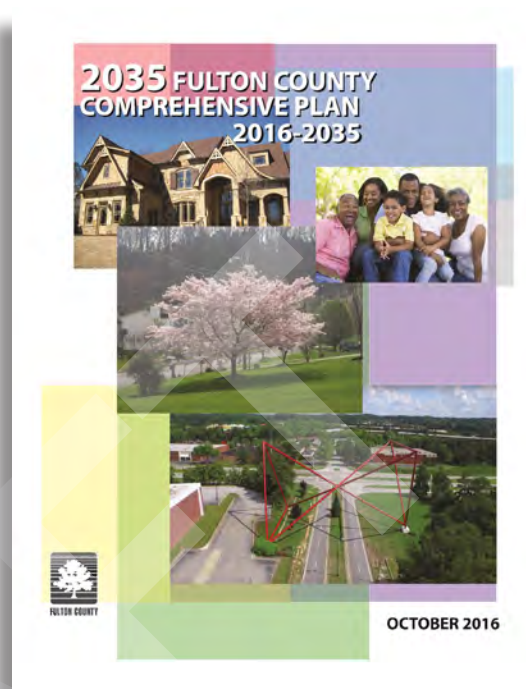
The plan also addressed a range of specific aspects of future planning, including: population, land use, housing, transportation, environmental, economic development, and community facilities resources.

The Community Goals element of the plan produced a Vision Statement as well as six goals, together considered the most important part of the comprehensive plan.

Vision Statement: *Unincorporated Fulton County will promote a high quality of life while conserving and enhancing its unique character through strategic policies and programs. It will protect agricultural and natural resources, ensure a sound land development process, provide for an effective and safe transportation system, encourage diverse housing opportunities, provide recreational opportunities, ensure public safety, and promote intergovernmental partnerships.*

Goals:

- **Land Use:** Ensure the most desirable and efficient use of land; preserve residential character, revitalize the land development process; and ensure necessary updates of regulations.
- **Housing:** Encourage diverse housing opportunities through the County's unique characteristics.
- **Transportation:** Ensure an efficient and safe transportation system that coincides with existing needs and considers future growth.
- **Environmental:** Provide for the continued protection of agricultural and natural resources for current and future residents.
- **Community Facilities and Resources:** Provide sound community facilities and resources that support future growth and development patterns.



- Government Relations: Promote Intergovernmental Partnerships with various adjacent communities.

Implications to this PLAN:

Many aspects of both the Vision and Goals are supported by characteristics of the parks system. In particular, improving Transportation, Environmental, and Community Facilities and Resources, is incumbent on making appropriate improvements to park land.

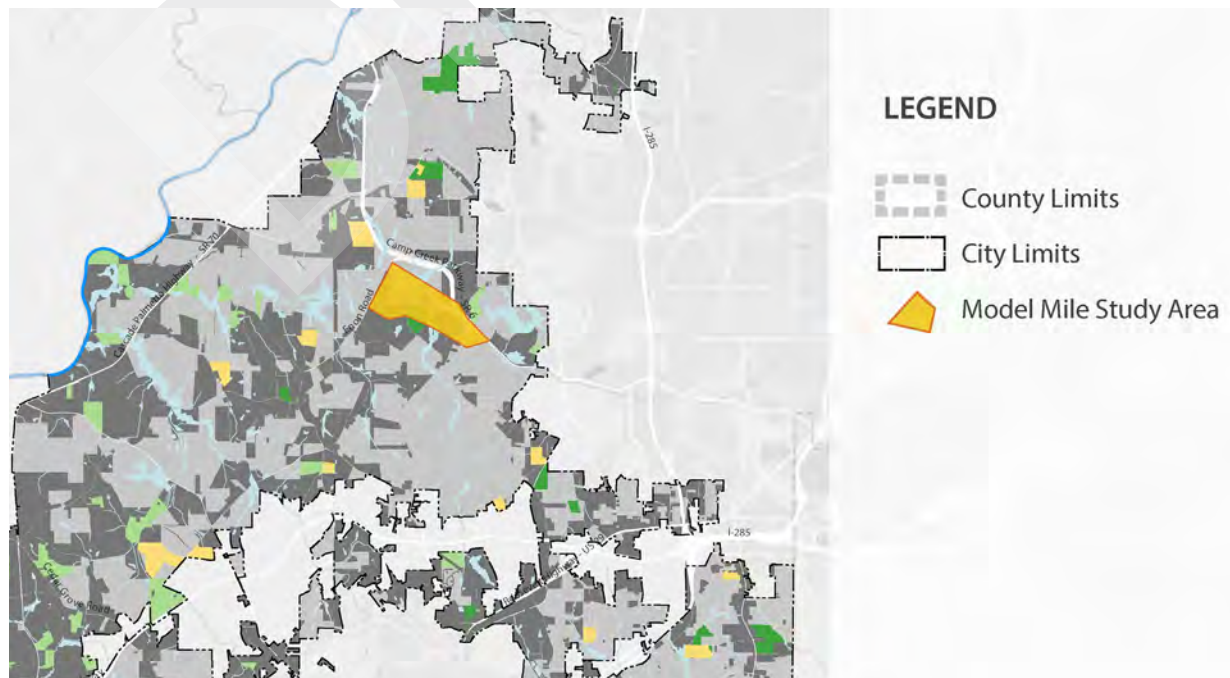
South Fulton Model Mile – AeroATL Trail Concept Report (2018)

As part of planning efforts by the Aerotropolis Atlanta Alliance, a trail concept plan was prepared, which included a proposed South Fulton Model Mile. This multi-use trail project follows Camp Creek, connecting Enon Road to Butner Road within the City of South Fulton. The site was chosen for its potential to connect two existing trails in the area, including the Wolf Creek Multi-Use Trail and the ongoing development along Butner Road, and to form the basis for a wider system throughout the City.

The purpose of the Existing Conditions section is to explore the context within a



Figure 1.2
AeroATL Model Mile Study Area



Study Area encompassing the area where the Multi-Use trail is proposed. The section notes that there are a variety of historic and cultural resources that could benefit from the creation of a trail, including the Wolf Creek Amphitheater, the Wolf Creek Library, The Shops at Camp Creek Village mixed-use district, and two archeological sites. Additionally, there are important environmental features to be highlighted, including Camp Creek, and forested areas in the watershed.



Implications to this PLAN:

Multi-use trails and greenways are amenities that are typically very popular with residents. In fact, over the last 10 years, multi-use trails typically emerge as the highest priority needs in parks, recreation, and cultural needs assessment surveys. It will be important for this Plan to consider the progress of the City of South Fulton Model Mile and its relationship with existing and future multi-use trails, parks, recreation, and cultural facilities that are proposed from this plan.

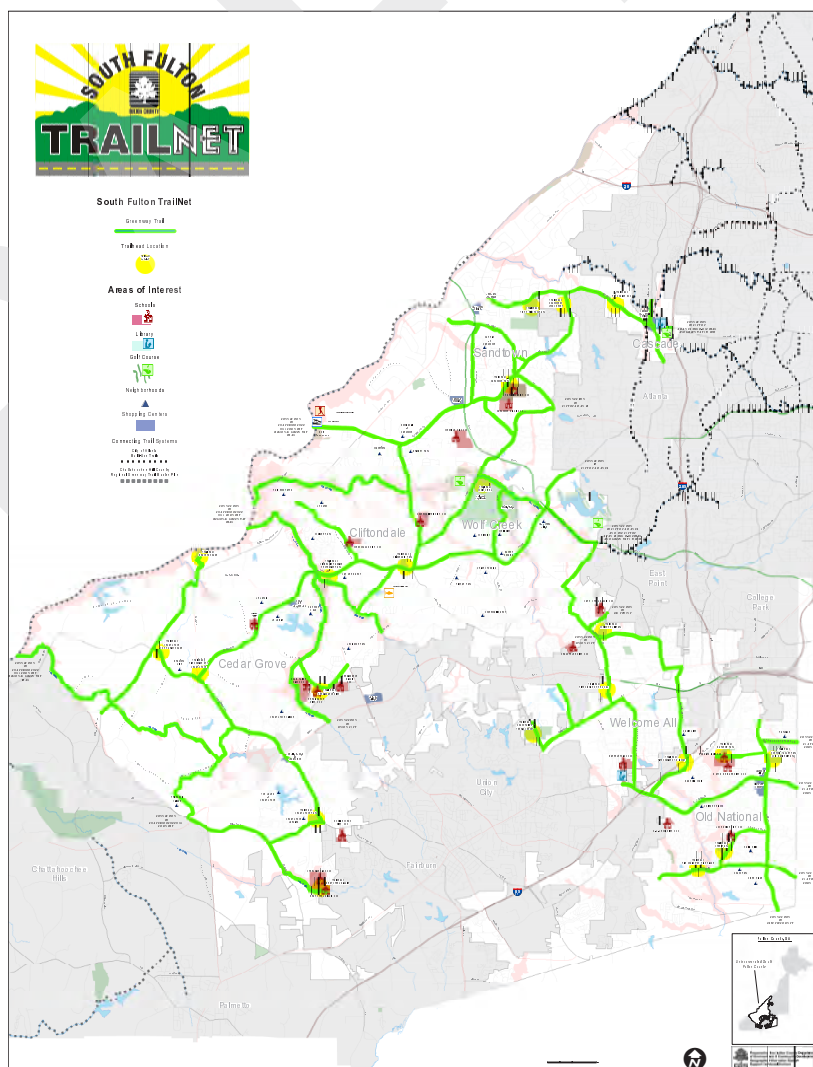
South Fulton TrailNet – A Greenway Trail Master Plan for Unincorporated South Fulton County, GA (2009)

The South Fulton TrailNet was developed by Fulton County as a proposed network of “greenway trails” (along creeks, utility easements, publicly owned property, etc.) and “off-road trails” (adjacent to public roadways), and expected to serve many purposes, including: improving transportation, providing recreation, enhancing quality of life, increasing property values along the trails, reducing crime, and encouraging sustainable economic growth. The network includes 21.1 miles of greenways along creeks and 89 miles of off-road trails, for a total of 110.1 miles.



The trail plan grew out of earlier efforts by Fulton County to address community connectivity challenges. In 2000, by participating in Georgia's Greenspace Program, the County was able to acquire 257 acres of permanently protected greenspace. By 2008, officials recognized that there were both challenges and opportunities for creating community connectivity. In particular, “development and recent city annexations and incorporations have impacted Fulton County citizens' ability to connect to South Fulton's community facilities and commercial nodes.”

Ultimately, the plan created an integrated system that would provide citizens with access to schools, libraries, parks, neighborhoods, and commercial nodes, with the vision of creating a pedestrian and bicycle friendly environment in unincorporated South Fulton County.



Implications to this PLAN:

As with the Model Mile proposed above, this plan represents the possibility of a significant amenity in the City of South Fulton. Recent examples throughout the metro area suggest that multi-use trails often result in many of the benefits they are proposed to produce. This plan's integration with nearly every park in the system would likely increase park usage and create additional recreation programming opportunities.

Fulton County – Reports of Facility Condition Assessments (2016)

In 2016, the firm of Faithful + Gould performed a Facilities Condition Assessments at many Fulton County sites, some of which are now owned and operated by the City of South Fulton. These included the following:

- Burdett Gym
- Cliftondale Community Center
- Cliftondale Multipurpose Facility
- Creel Park Recreation Center
- South Fulton Tennis Center
- Stonewall Tell Maintenance Facility
- Welcome All Park

As part of these assessments, each site was rated using the Facility Condition Needs Index (FCNI). The FCNI is used in Facilities Management to provide a benchmark to compare the relative condition of a group of facilities. The FCNI is primarily used to support asset management initiatives of federal, state and local government facilities organizations.

The FCNI is the ratio of accumulated Total Cost (TC) (Deferred Renewal, Deferred Maintenance, Capital Renewal, and Capital Improvement) to the Current Replacement Value (CRV) for a constructed asset calculated by dividing the TC by the CRV. The range is from zero for a newly constructed asset to one for a constructed asset with a TC value equal to its CRV. Acceptable ranges vary by "Asset Type," but as a general guideline the FCNI scoring system is as follows:

$$\text{FCNI} = \frac{\text{Deferred Maintenance/Renewal + Capital Renewal + Capital Improvement (TC)}}{\text{Current Replacement Value of the Facility(s) (CRV)}}$$

If the FCNI rating is 60% or greater, then replacement of the asset/building should be considered instead of renewal.

Condition	Definition	Percentage Value
GOOD	In a new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies	0% to 5%
FAIR	Subject to wear and soiling but is still in a serviceable and functioning condition	5% to 10%
POOR	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	Greater than 10%
V-POOR	Subjected to hard or long-term wear. Has reached the end of its useful or serviceable life. Renewal now necessary	Greater than 60%

All of the assessments of facilities in the City of South Fulton were performed with the following three goals:

1. Identify the condition of the Property and the prioritization, timing and cost of expenditures (>\$3,000) required over the next 5 years.
2. Determine criticality of system and component failure.
3. Document the maintainable equipment within each facility and develop preliminary preventative maintenance budgets for equipment maintained by the General Services/Public Works Department.

Following are the findings and recommendations for each of the sites analyzed within the City of South Fulton.

Burdett Gym

The summary of findings indicated that the property was generally in fair condition and had a reasonable level of maintenance carried out over the years. However, it noted that a lack of capital expenditure and preventative maintenance was evident. Given the age of the buildings, the following major expenditures were anticipated over the subsequent 5-year study period:

Site Systems – Resurface Parking Lots

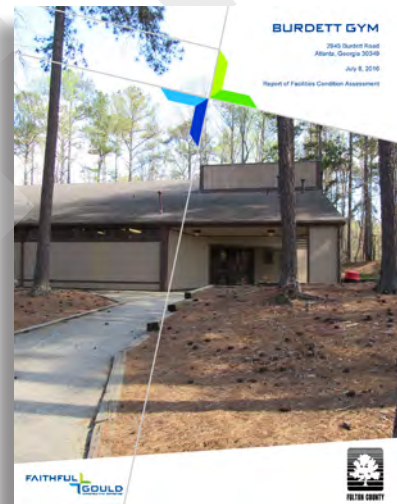
Roof Systems – Replace Low-Slope Roof Covering To Link Building

Mechanical – Replace Split System Units

Electrical Systems – Replace Public Address System

Fire and Life Safety – Replace Fire Alarm System

Interiors – Renew Internal Finishes



The table below indicates the current FCNI ratio of Burdett Gym.

Key Findings	Metric
Current Year Facility Condition Needs Index	6%
Immediate Capital Needs (included in FCNI)	\$233,938
Year 2 to Year 5 Capital Needs	\$424,406

Cliftdale Community Center

The summary of findings indicated that the property was generally in fair condition and has had a reasonable level of maintenance carried out over the years. However, given the age of the buildings, the following major expenditures were anticipated over the subsequent 5-year study period:

Roof – Replacement of Missing Gutters and Downspouts

Roof – Replacement of Asphalt Roof Shingles

Electrical – Replace Electrical Distribution Boards

Interiors – Replacement of Restroom Finishes

Interiors – Replace Internal Finishes



The table below indicates the current FCNI ratio of Cliftdale Community Center.

Key Findings	Metric
Current Year Facility Condition Needs Index	11%
Immediate Capital Needs (included in FCNI)	\$56,976
Year 2 to Year 5 Capital Needs	\$74,702

Cliftdale Multipurpose Facility

The summary of findings indicated that the property was generally in poor to fair condition and in need of the capital renewal of several major elements such as the roof and windows and a significant increase in the level of planned preventative maintenance. The following major expenditures were anticipated over the subsequent 5-year study period:

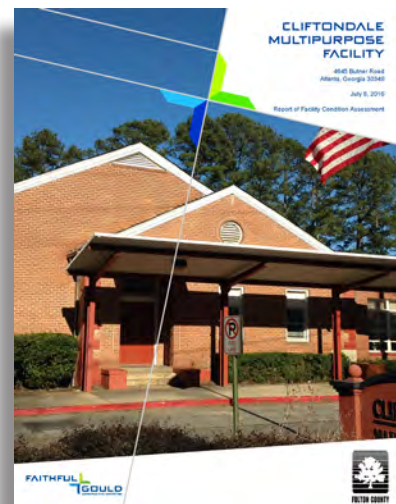
Site Systems – Resurface parking lot

Roof Systems – Replace roof covering

Exterior Elements – Replace windows

Electrical – Replace light fittings with LED fittings

Interiors – Replace acoustical ceiling tiles



The table below indicates the current FCNI ratio of Cliftdale Multipurpose Facility.

Key Findings	Metric
Current Year Facility Condition Needs Index	11%
Immediate Capital Needs (included in FCNI)	\$56,976
Year 2 to Year 5 Capital Needs	\$74,702

Creel Park Recreation Center

The summary of findings indicated that the property was generally in fair condition, well-constructed and has had a reasonable level of maintenance carried out over the years. However, given the age of the buildings, the following major expenditures were anticipated over the subsequent 5-year study period:

Site Systems – Resurface Parking Lots

Site Systems – Crack Fill & Color Coat Tennis Courts

Mechanical – Replace Split System Units

Interiors – Renew Internal Finishes

Interiors – Refurbish Public Restrooms



The table below indicates the current FCNI ratio of Creel Park Recreation Center.

Key Findings	Metric
Current Year Facility Condition Needs Index	7%
Immediate Capital Needs (included in FCNI)	\$58,052
Year 2 to Year 5 Capital Needs	\$152,098

South Fulton Tennis Center

The summary of findings indicated that the property was generally in good condition given the recent renovation in 2014 and has had a reasonable level of maintenance carried out over the years. The following major expenditures were anticipated over the subsequent 5-year study period:

Site Systems – Resurface Tennis Courts and Colorcoat

Exterior Elements – Replace Failed Pointing to Masonry Units & Paint Metal Lintels

Mechanical – Replace heating hot water boiler and controls

Plumbing – Install dedicated domestic water heater

Fire & Life Safety – Replace Fire Alarm Control Panel

Conveyance Systems – Modernize and Repair Wheelchair Lift at Clubhouse

Conveyance Systems – Replace External Passenger Lift to Tennis Courts



The table below indicates the current FCNI ratio of South Fulton Tennis Center.

Key Findings	Metric
Current Year Facility Condition Needs Index	15%
Immediate Capital Needs (included in FCNI)	\$498,745
Year 2 to Year 5 Capital Needs	\$383,438

Stonewall Tell Maintenance Facility

The summary of findings indicated that the property was generally in good condition and has had a reasonable level of maintenance carried out over the years and has recently been repurposed for office use. The following major expenditures were anticipated over the subsequent 5-year study period:

Electrical – Electrical upgrades and repairs

Fire & Life Safety – Replace fire alarm system

The table below indicates the current FCNI ratio of Stonewall Tell Maintenance Facility.

Key Findings	Metric
Current Year Facility Condition Needs Index	0%
Immediate Capital Needs (included in FCNI)	\$0
Year 2 to Year 5 Capital Needs	\$24,600

Welcome All Park

The summary of findings indicated that the property was generally in good condition, well-constructed and has had a reasonable level of maintenance carried out over the years. However, given the fact that the building was constructed in circa 1995, many of the major system components are approaching the end of their service life and will require renewal during the study period. The following major expenditures were anticipated over the subsequent 5-year study period:

Site Systems – Asphalt Roadway Replacement and Parking Lot Repairs

Site Systems – Recreational – Renovate Public Restrooms

Site Systems – Recreational – Replace Pool Filtration Equipment



Site Systems – Recreational – Replace Pool Water Heaters

External Elements – Replace Building Control Joints To Elevations

External Elements – Paint Stucco Elevations

Mechanical – Replace Centrifugal Chiller, Boilers and Cooling Tower

Mechanical – Replace Pool Dehumidifier

Mechanical – HVAC Controls Replacement

Conveyance – Modernize Hydraulic Elevator

Interiors – Replacement of Internal Finishes

Interiors – Replace Finishes to Restrooms & Locker Rooms

The table below indicates the current FCNI ratio of Welcome All Park.

Key Findings	Metric
Current Year Facility Condition Needs Index	2%
Immediate Capital Needs (included in FCNI)	\$463,301
Year 2 to Year 5 Capital Needs	\$1,843,745

Implications to this PLAN:

Based on the findings of these reports, there are both immediate capital needs, as well as additional capital needs expended in the next few years. These expenditures are collected in the chart below:

Figure 1.3
Facilities Capital Needs - Immediate to 5 Years

Facility	Immediate Capital Needs	Year 2 to 5 Capital Needs
Burdett Gym	\$233,938	\$424,406
Clifondale Community Center	\$56,976	\$74,702
Clifondale Multipurpose Facility	\$367,320	\$191,490
Creel Park Recreation Center	\$58,052	\$152,098
South Fulton Tennis Center	\$498,745	\$383,438
Stonewall Tell Maintenance Facility	\$0	\$24,600
Welcome All Park	\$463,301	\$1,843,745
Total	\$1,678,332	\$3,094,479

1.3 The City's Demographic Context

The characteristics of South Fulton's residents can provide important insights related to the potential role that this Plan can play in improving the social, environmental, and economic quality of life of residents.

Following is an overview of the key findings from the analysis of specific demographic attributes - Population Growth, Population Density, Age Distribution, Race and Ethnicity, Education, Income and Poverty, and Housing Characteristics. In this analysis, many of the City of South Fulton's demographics were compared to the Atlanta Metropolitan Statistical Area (MSA), the State of Georgia, and the United States.

Population Growth

Key Findings

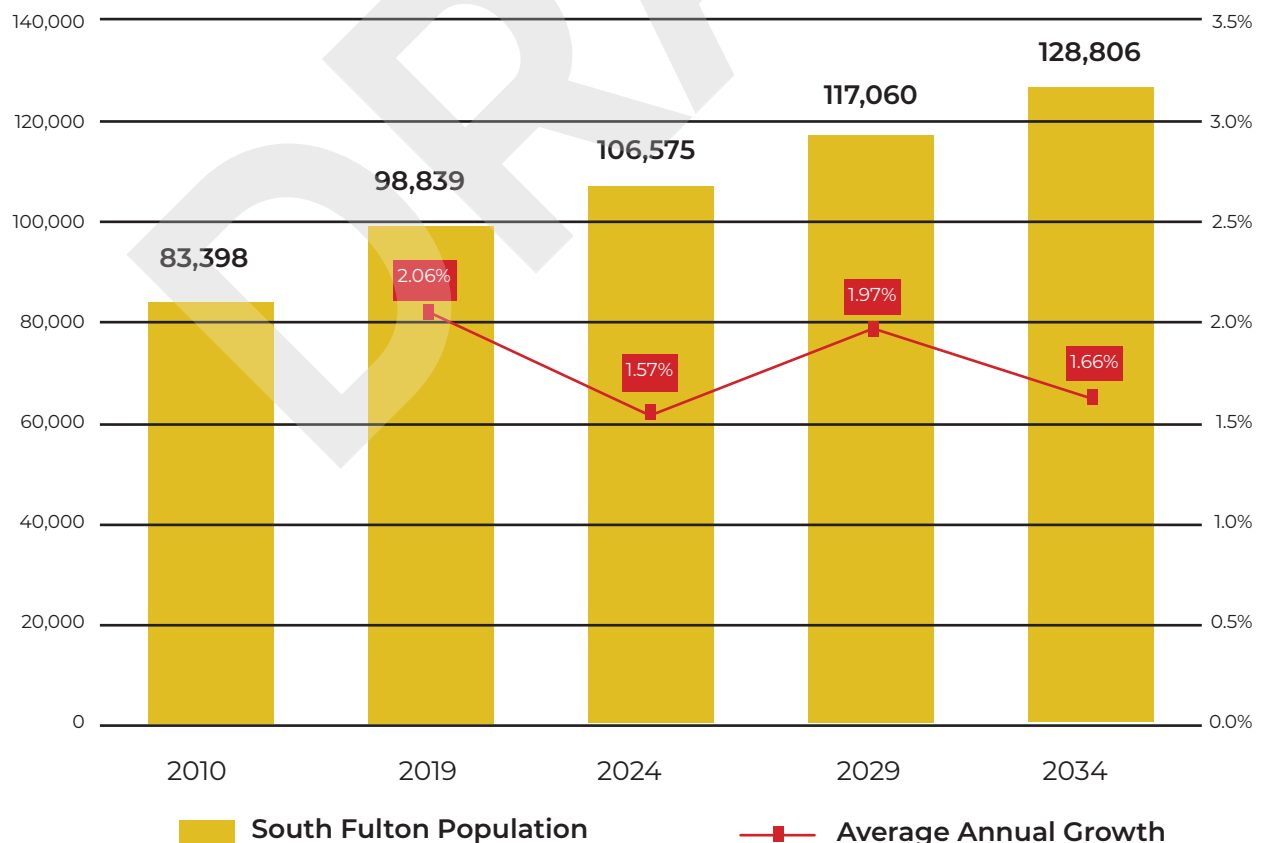
Today:

Residents number 98,839

Future:

By 2024, the population is expected to increase by 7.85%, or an additional 7,736 people

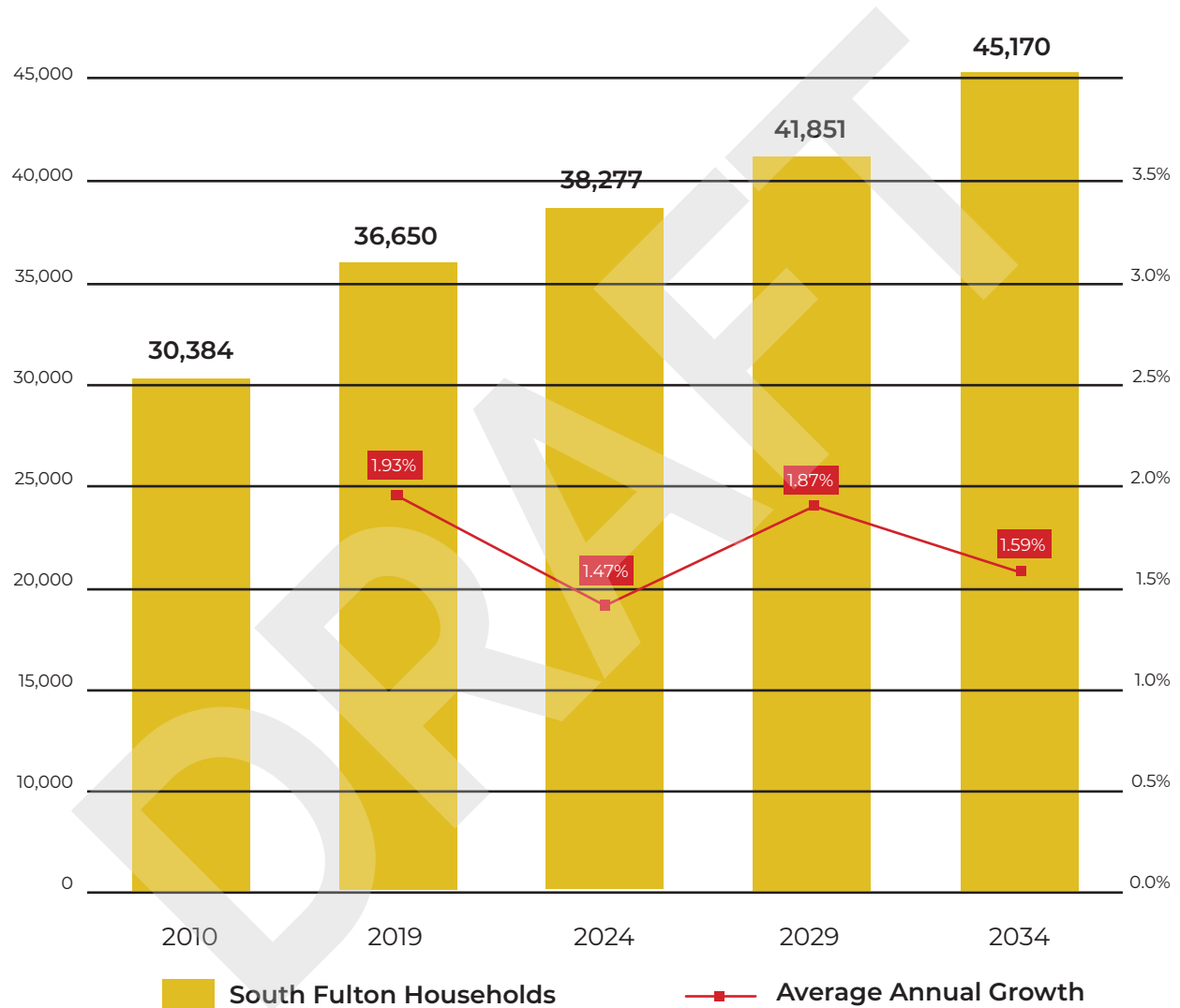
Figure 1.4
Population growth trends, 2010-2034



Household Growth

Key Findings

Figure 1.5
Household Growth in City of South Fulton, 2010-2034



Potential Impact

As the population grows, there may be a need for more park acreage, facilities, amenities, programs, and resources to maintain the quality of life that residents currently enjoy.

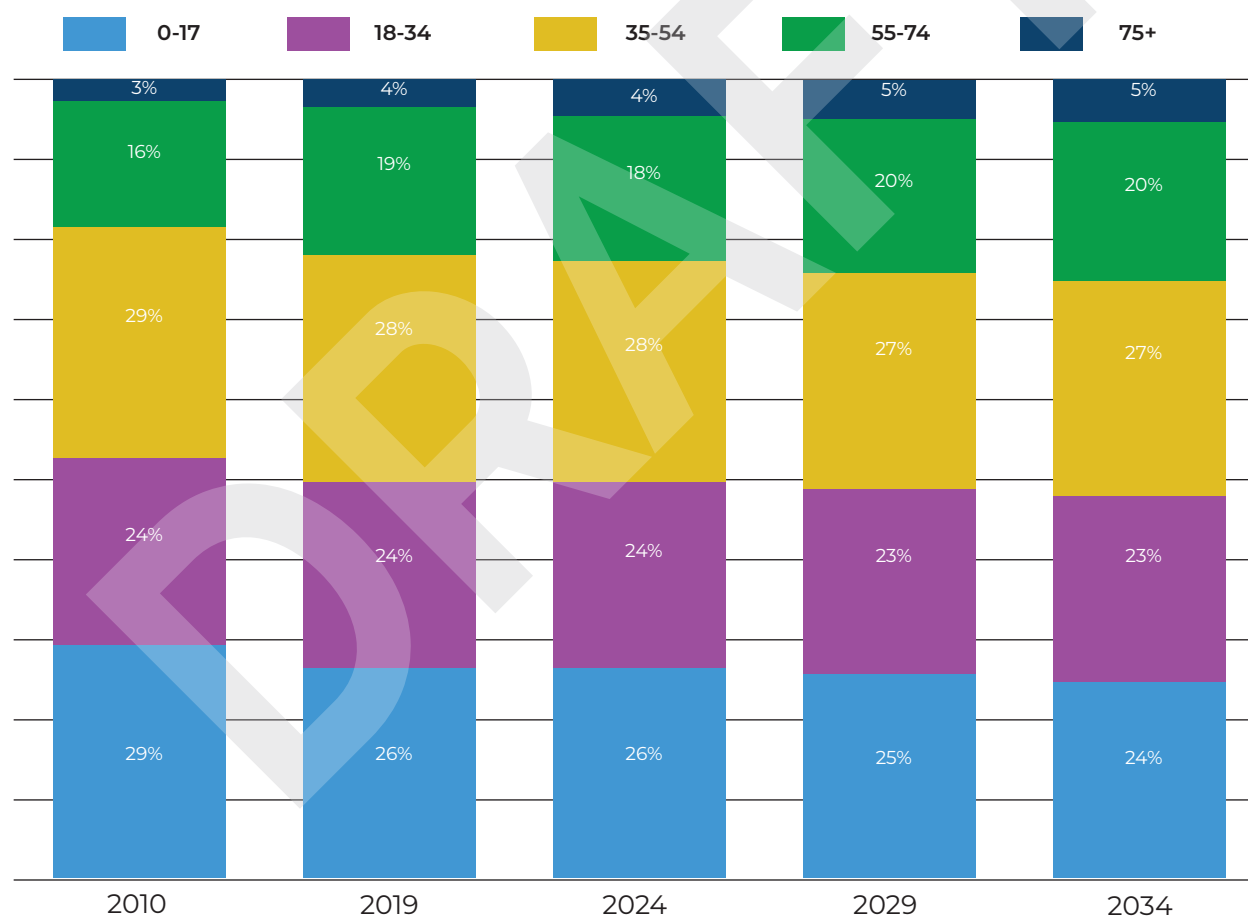
Age Distribution

Key Findings

The City's median age of 35.2 skews younger than the national population (38.2), as well as the metro area (36.6). The two largest segments are ages 35-54 (28 percent) and ages 0-17 (26 percent). The high concentration of youth and parent-aged adults, plus an above average household size (2.76), suggest a strong presence of families within the City. Although the population is younger than average, the 55+ segment is the only age group that is projected to experience growth over the next 15 years. By 2034, the population is projected to age slightly, with the 55-74 and 75+ segments increasing to 25 percent of the total while all other age segments experience small decreases.

Figure 1.7

Age Segments in City of South Fulton, Projected Percentages 2019-2034



Potential Impact

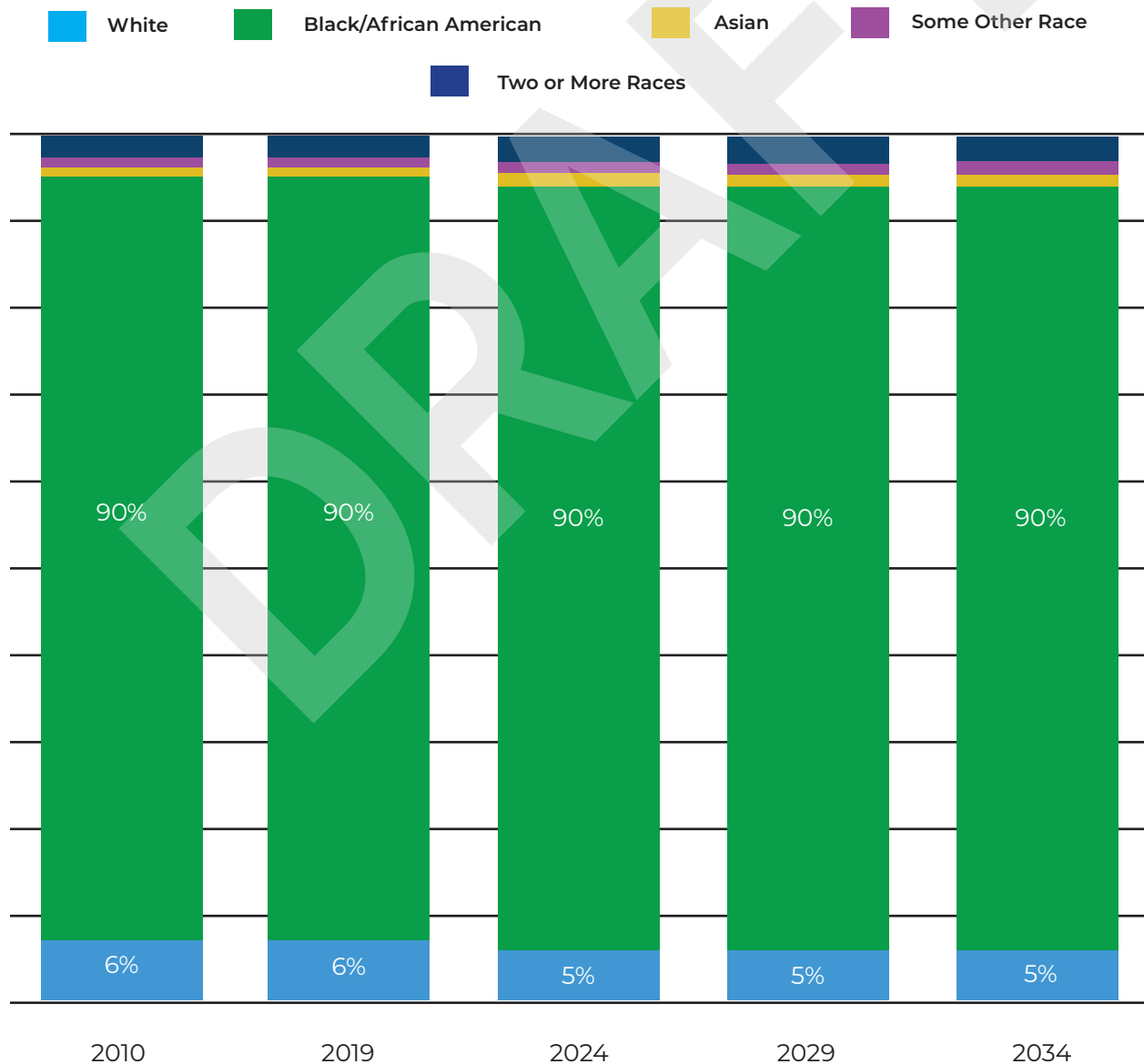
Parks may need to be designed to be flexible and provide a variety of recreation programs and activities for residents of various ages, with a possible emphasis on adult and family activities. It may also be important to increase specific age-appropriate recreational facilities/programs in targeted parts of the city where high concentrations of certain age groups live.

Race + Ethnicity

Key Findings

The City's current population is predominantly Black/African American, with the majority representing 90 percent of the population in 2019. Racial diversity is very limited otherwise, with the White population as the largest minority only representing 6 percent of the total. The racial composition of the City is unique compared to the national population, which is approximately 70 percent White Alone, 13 percent Black Alone, and 7 percent Some Other Race. The predictions for 2034 expect the population to be consistent with the Black/African American population maintaining 90 percent of the total and a minimal decrease to the White Alone population.

Figure 1.8
Racial Groups in City of South Fulton, Projected Percentages 2010-2034

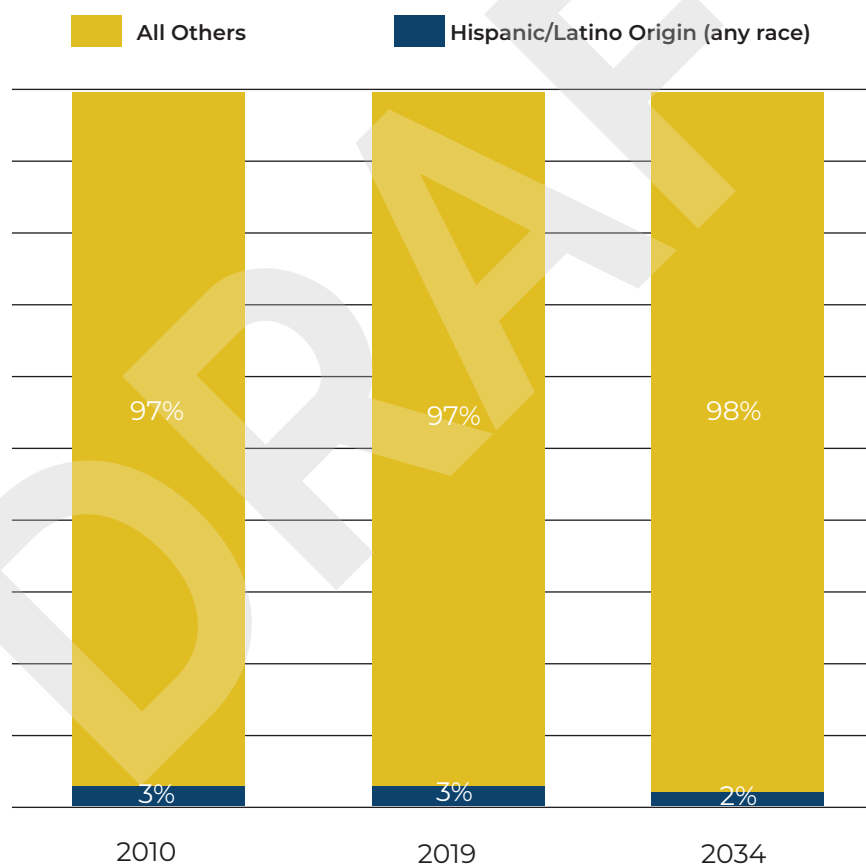


Ethnicity

Key Findings

The City was also assessed based on Hispanic/Latino ethnicity, which the Census Bureau views independently from race. It is important to note that individuals who are Hispanic/Latino in ethnicity can also identify with any of the racial categories from Figure 1.8. Since the 2010 Census, those of Hispanic/ Latino origin represent approximately 3 percent of the City's current population. This is substantially low compared to the national average of 19 percent Hispanic/Latino. The Hispanic/ Latino population is expected to slowly decrease over the next 15 years, representing only 2 percent of the City's population by 2034.

Figure 1.9
Ethnic Groups in City of South Fulton by Percentage



Potential Impact

South Fulton's lack of significant racial or ethnic diversity should not preclude the City from considering a broad range of programming for parks and facilities. Successful outreach will be critical to ensuring that the parks and recreation system reflects the diversity of needs that may exist, even if they are not reflected in race or ethnicity.

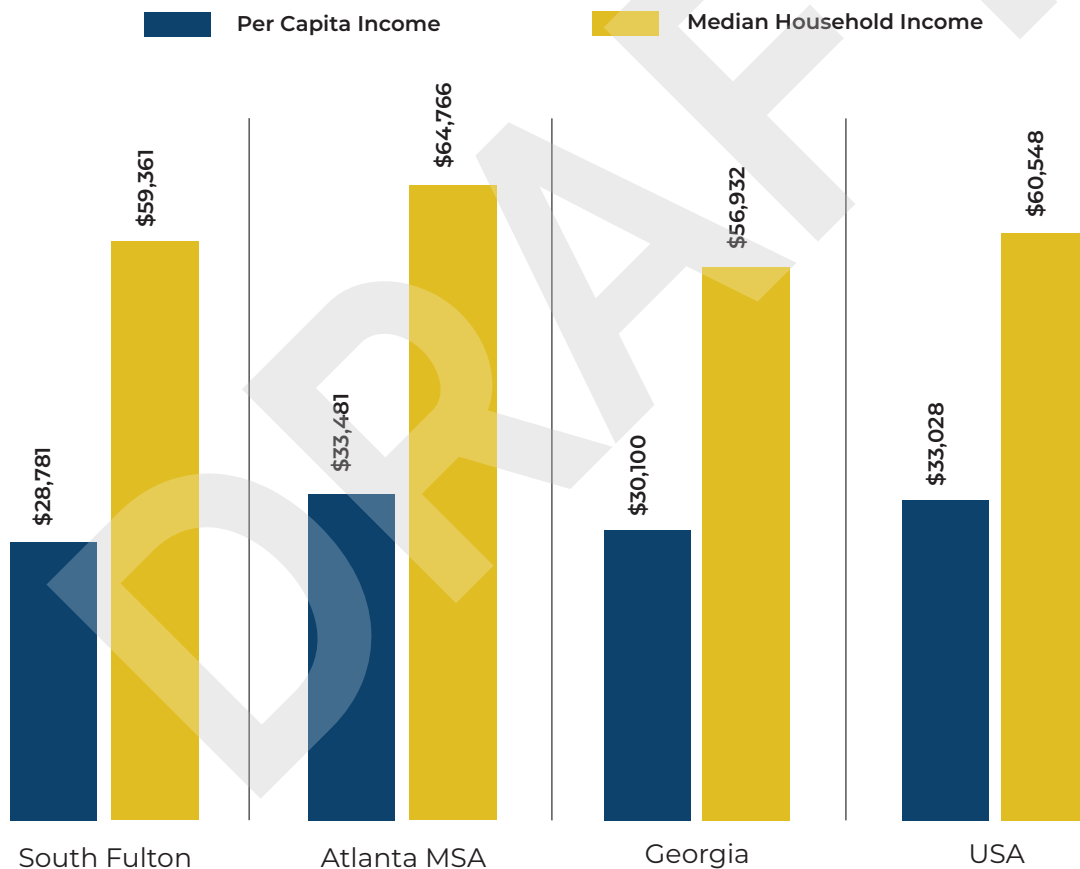
Income

Key Findings

Median household income for South Fulton is \$59,361, which falls between the state (\$56,932) and national (\$60,548) levels, and below the Atlanta MSA (\$64,766). Per capita income of \$28,781 is below the region, state (\$30,100), and national (\$33,028) levels. This is indicative of larger family dwellings where there are multiple individuals contributing to the total household income. The discrepancy between per capita and household earnings is notable in that single income households will be more sensitive to fee-based recreational opportunities and the Department must ensure program offerings are accessible for all.

Figure 1.10

Income Characteristics in City of South Fulton and other geographies



Potential Impact

The City's range of incomes may suggest a need to provide a variety of services that cater to a diverse range of household incomes. Higher income households may desire certain sports and leisure activities, while lower income households may additionally benefit from reduced cost/free services such as youth development, after school activities, and adult continuing education.

Demographic Comparative Summary

Key Findings

- The City of South Fulton is growing faster than all compared geographies
- The City of South Fulton has a younger population than all compared geographies
- The City of South Fulton has less racial and ethnic diversity than all compared geographies
- The City of South Fulton has a lower Median Household Income than the Atlanta MSA and Country, but higher than the state of Georgia.

Figure 1.11

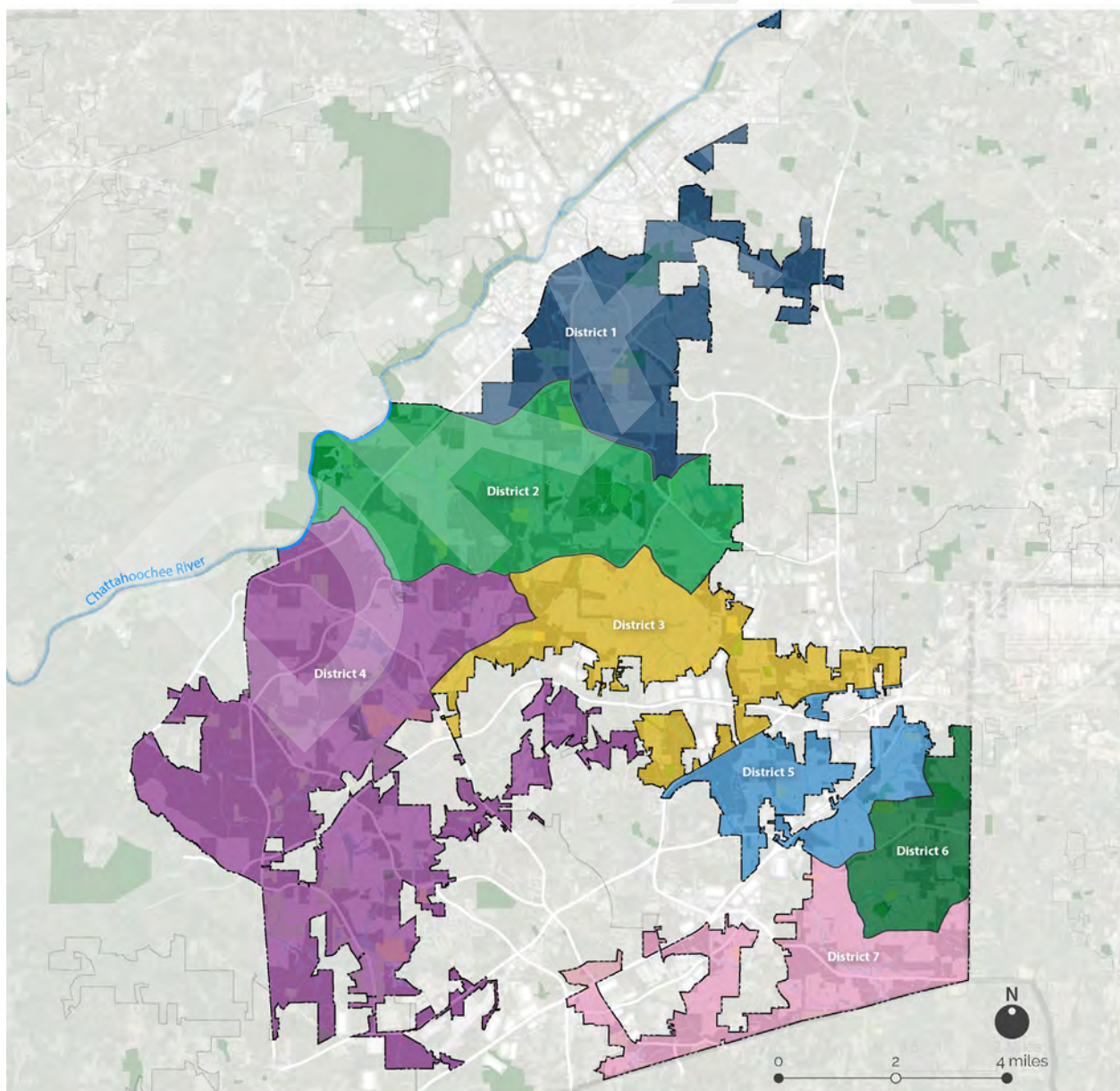
Summary Demographic Characteristics in City of South Fulton and other geographies

		South Fulton	Atlanta MSA	Georgia	USA
Population	Annual Growth Rate (2010-2019)	2.06%	1.50%	1.11%	0.85%
	Projected Annual Growth Rate (2019-2024)	1.89%	1.42%	1.21%	0.90%
Households	Annual Growth Rate (2010-2019)	1.93%	1.48%	1.09%	0.80%
	Average Household Size	2.76	2.76	2.64	2.59
Age Segment Distribution	Ages 0-17	26%	24%	23%	22%
	Ages 18-34	24%	23%	24%	23%
	Ages 35-54	28%	28%	26%	25%
	Ages 55-74	19%	20%	21%	23%
	Ages 75+	4%	5%	5%	7%
Race Distribution	White Alone	5.7%	52.8%	56.1%	69.6%
	Black Alone	90.2%	34.3%	32.1%	12.9%
	American Indian	0.2%	0.4%	0.3%	1.0%
	Asian	0.9%	6.9%	4.3%	5.8%
	Some Other Race	1.0%	3.6%	4.4%	7.0%
	Two or More Races	2.0%	2.7%	2.7%	3.5%
Hispanic/Latino Origin	Hispanic/Latino Origin (any race)	2.5%	10.9%	9.8%	18.6%
	All Others	97.5%	89.1%	90.2%	81.4%
Income Characteristics	Per Capita Income	\$28,781	\$33,481	\$30,100	\$33,028
	Median Household Income	\$59,361	\$69,464	\$56,932	\$60,548

1.4 Demographic Context by Council District

In order to provide a more detailed understanding of the City's residents, a demographic comparison by City Council District was completed. By assessing the local population at the Council District level, the Department can better plan its resources and develop parks, facilities, and program offerings that are best suited to serve the community.

This analysis includes the seven (7) City Council Districts (CD) that comprise the City, which are defined by the boundaries in the following map.



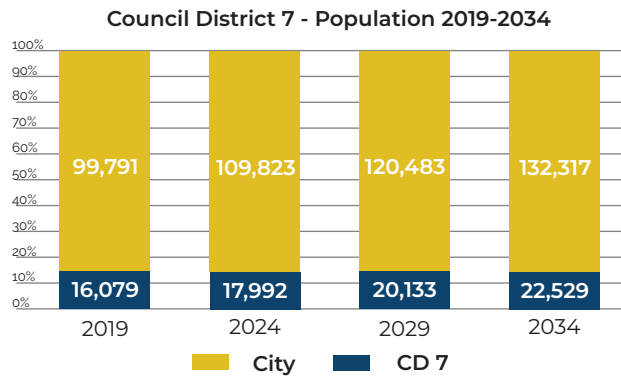
Population by Council District

Key Findings

Based on population distributions shown below, CD 4 represents the largest portion of the City's populace with 16,663 residents accounting for nearly 17 percent of the total. The smallest district based on population is CD 1, which has 11,700 residents that make up almost 12 percent of the City's total. Since 2010, CD 4 is also the fastest growing district in South Fulton and has an annual growth rate of 3.84%. This is closely followed by CD 7, which is also growing at a rapid rate of 3.25 percent per year since the last Census. CD 5 and CD 6 are by far the slowest growing districts in the City. Projecting forward, CDs reporting slow annual growth currently are expected to increase slightly, while the City and CDs with rapid recent growth are expected to decelerate slightly over the next 15 years.

Figure 1.12
Council District Population Projections, 2019-2034



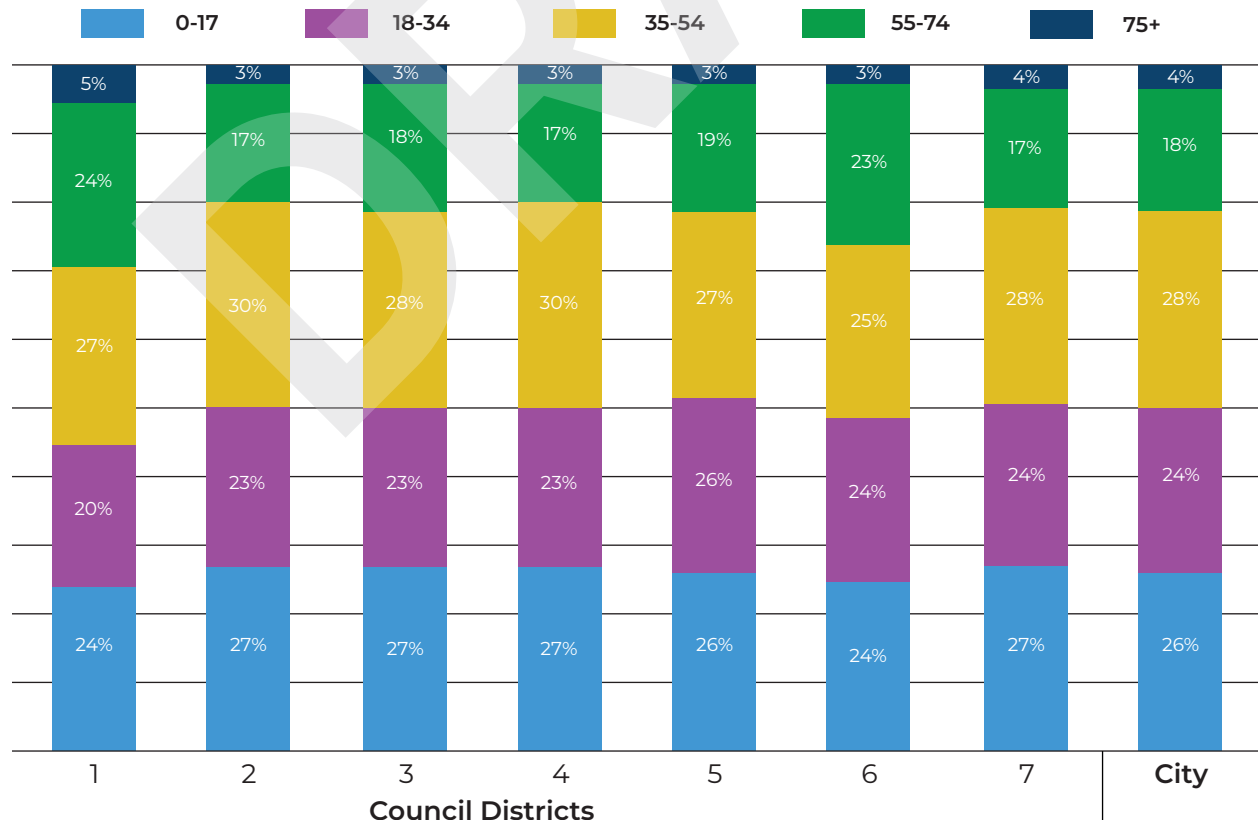


Age Segments by Council District

Key Findings

Assessing districts by age, CD 1 has a much older population (median age of 39) relative to the other districts and the City as a whole (35.2). CD 1 and CD 6 are the only two districts with a median age older than the City populace. The youngest portion of the City is CD 5, which has a median age of 33.7 years. Districts with the largest concentration of youth include: CD 2, CD 3, CD 4, and CD 7. The senior population is most strongly represented in CD 1 and CD 6.

Figure 1.13
Age Segments by Council District - 2019



Race/Ethnicity by Council District

Key Findings

The racial distribution remains fairly consistent with the City between the various CDs, wherein the predominant race is Black Alone. The percentage of Black Alone population in the City (over 90 percent) is one of the largest in the nation. CD 4 and CD 7 vary from the City to some degree in the racial diversity, with about 15 of the population that is not Black Alone with the largest percentage attributed to the White Alone population.

Figure 1.14
Race by Council District - 2019

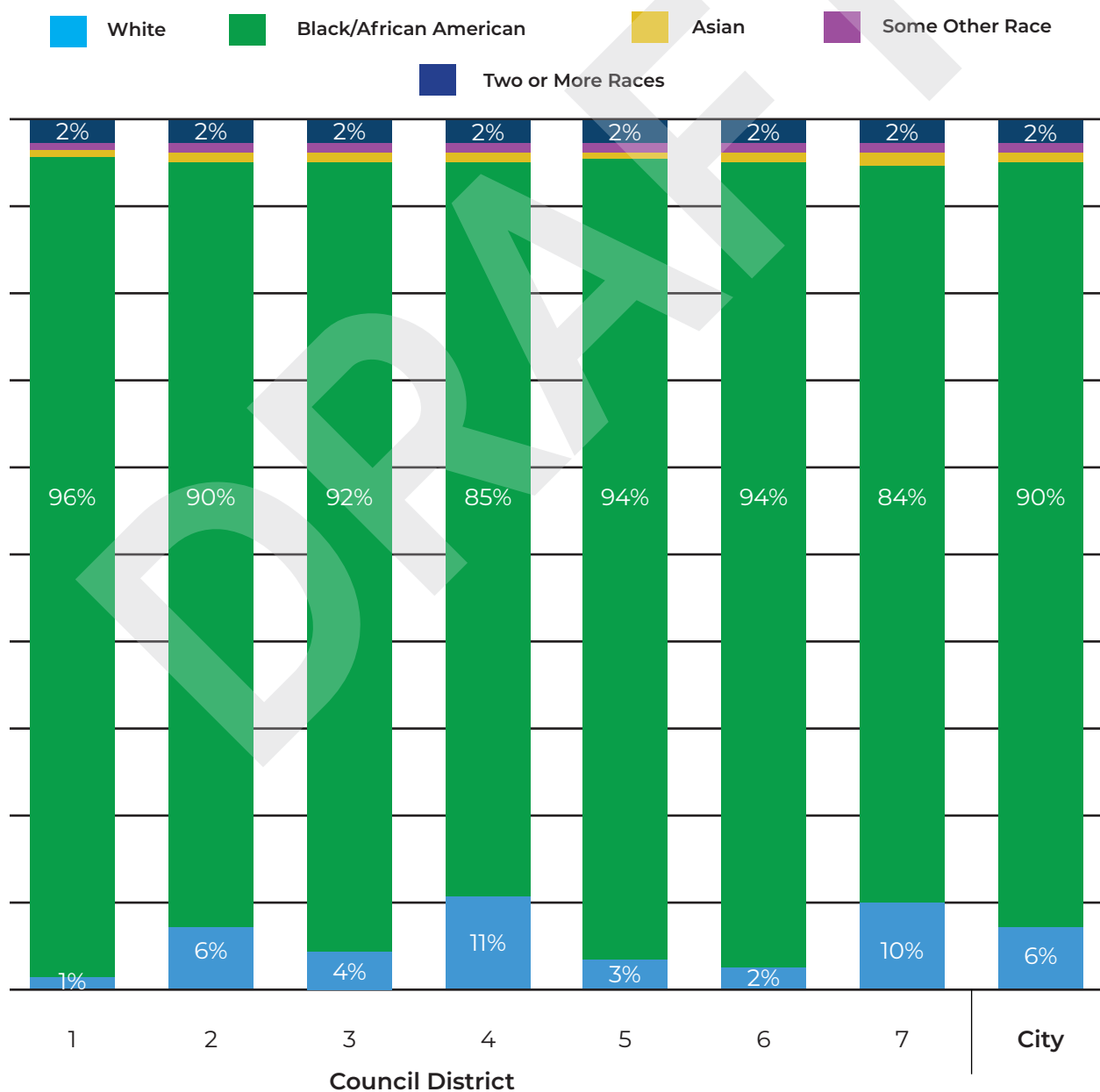
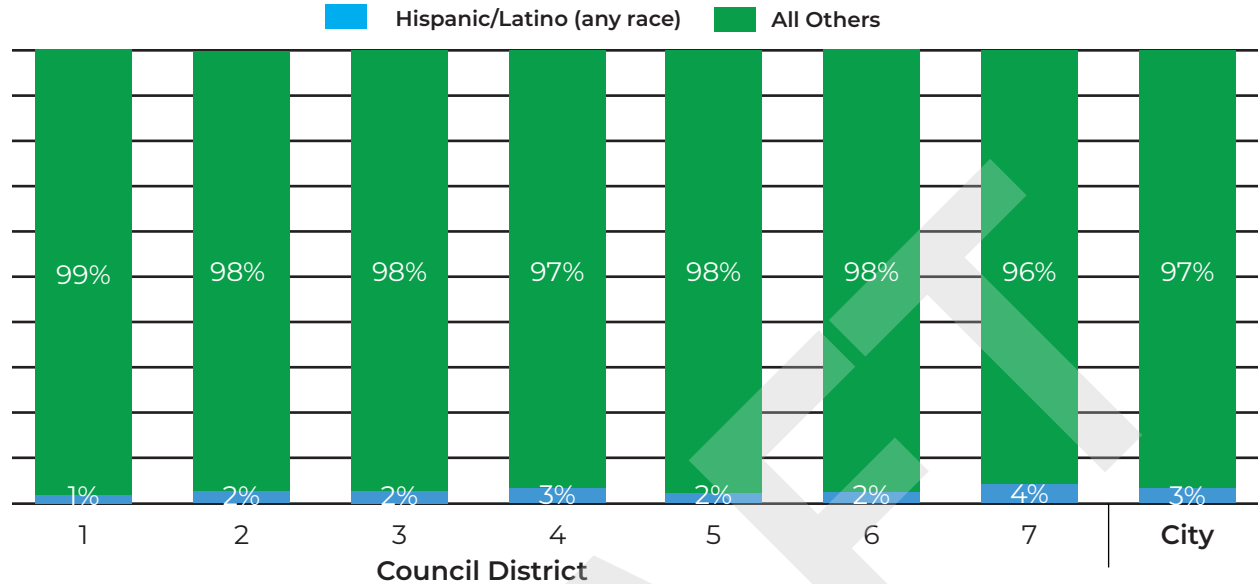


Figure 1.15
Ethnicity by Council District - 2019

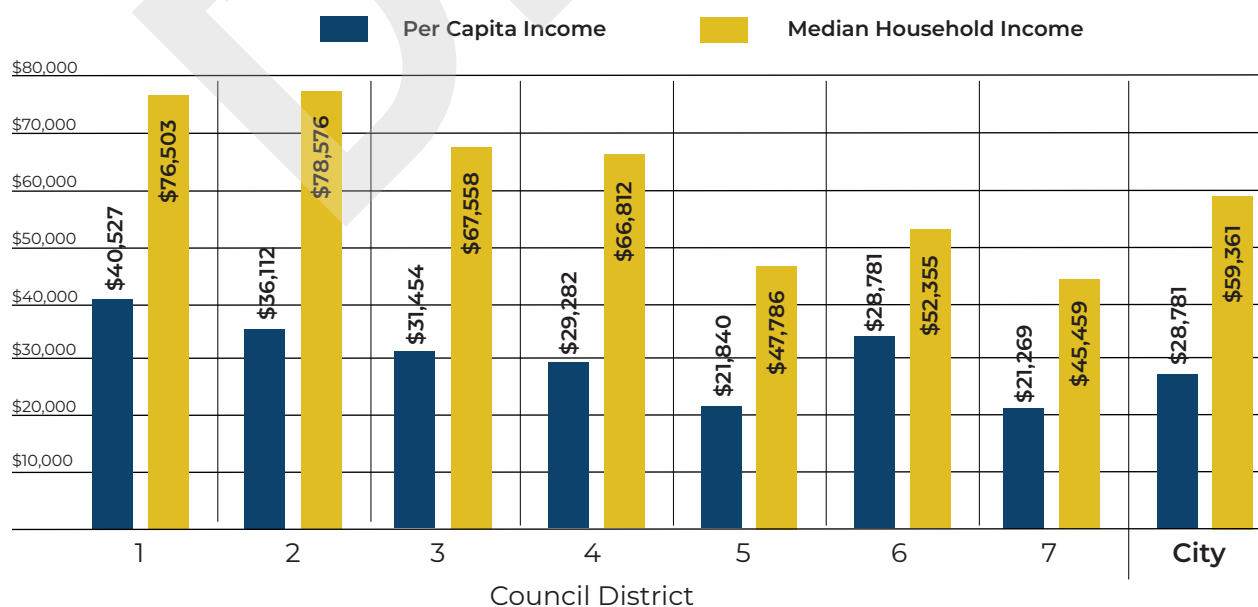


Income Characteristics by Council District

Key Findings

Analyzing the income characteristics reveals some variation in the earning capabilities of residents from district to district. CD 1 and CD 2 report significantly higher levels of income in comparison to the other five districts and the City. CD 5, CD 6, and CD 7 all report income characteristics that are well below the City's levels. It is increasingly important to ensure areas with lower income have affordable access to parks, facilities, and programs offered through the Department.

Figure 1.16
Income Characteristics by Council District - 2019



1.5 The City's Parks System Context

The parks system is a complex, multifaceted organization composed of four primary elements:

1. Park land, buildings, and other physical amenities and infrastructure
2. Employees
3. Services, including programs and activities
4. Park users, program participants, partner departments and organizations

The following sections explore how each of these elements are managed and maintained.

Department of Parks, Recreation and Cultural Affairs Overview

The Vision of the Department is:

“Create an interconnected system of parks, trails, recreation, and cultural experiences that strengthen the sustainability and resiliency of the City of South Fulton.”

The Mission of the Department is:

“Build community through high-quality and equitable parks, trails, recreation, and cultural experiences.”

The Department's Guiding Principles are:

- ***Reinforce safe communities and identity***
- ***Foster economic development***
- ***Maximize awareness***
- ***Enhance equity and inclusivity***
- ***Promote excellence in education, health, and wellness***
- ***Improve financial, environmental, and social sustainability***

Department Operations

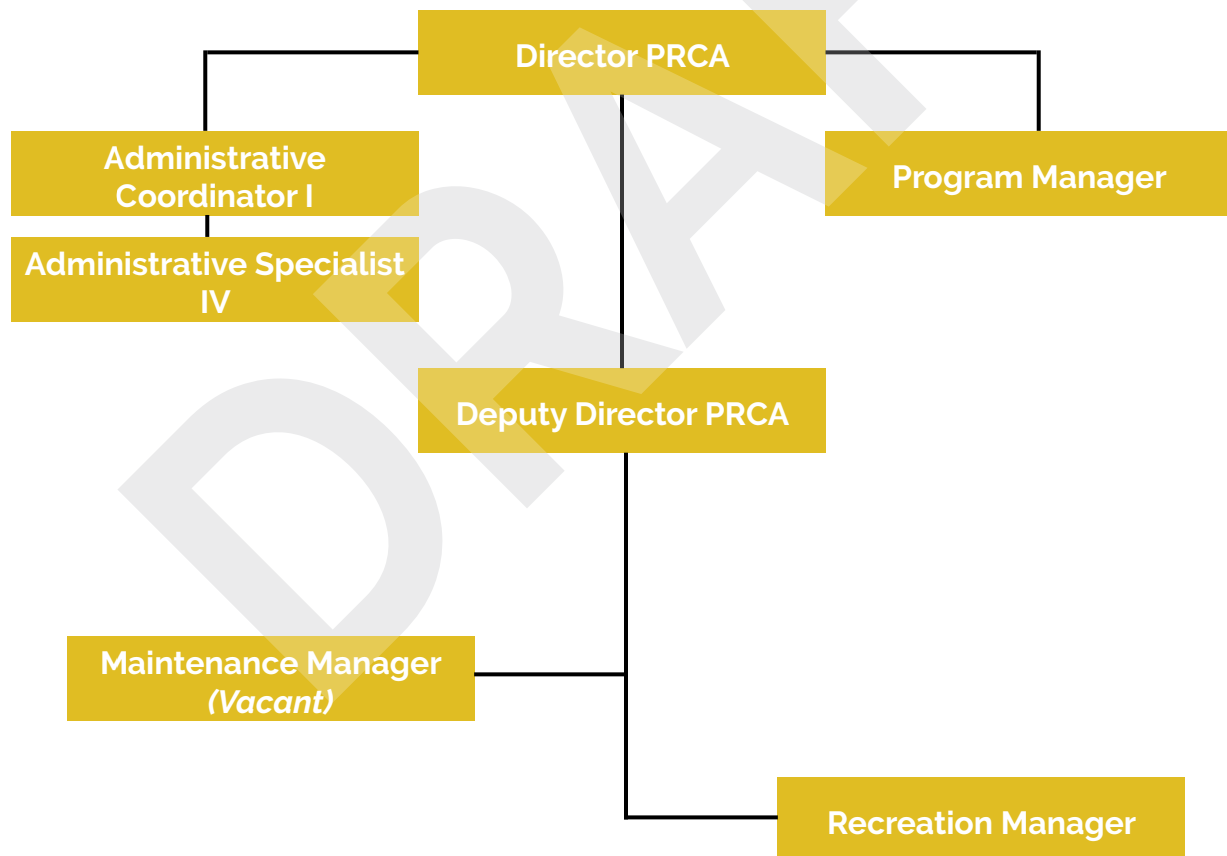
The Department currently has four divisions operating the parks, facilities, and services. These are:

1. Administration Division
2. Ground Division
3. Recreation Division
4. Cultural Affairs Division

The divisions have organizational charts to help visualize the structure. The organizational charts for each division can be found in the following sections with a brief description of services each provide.

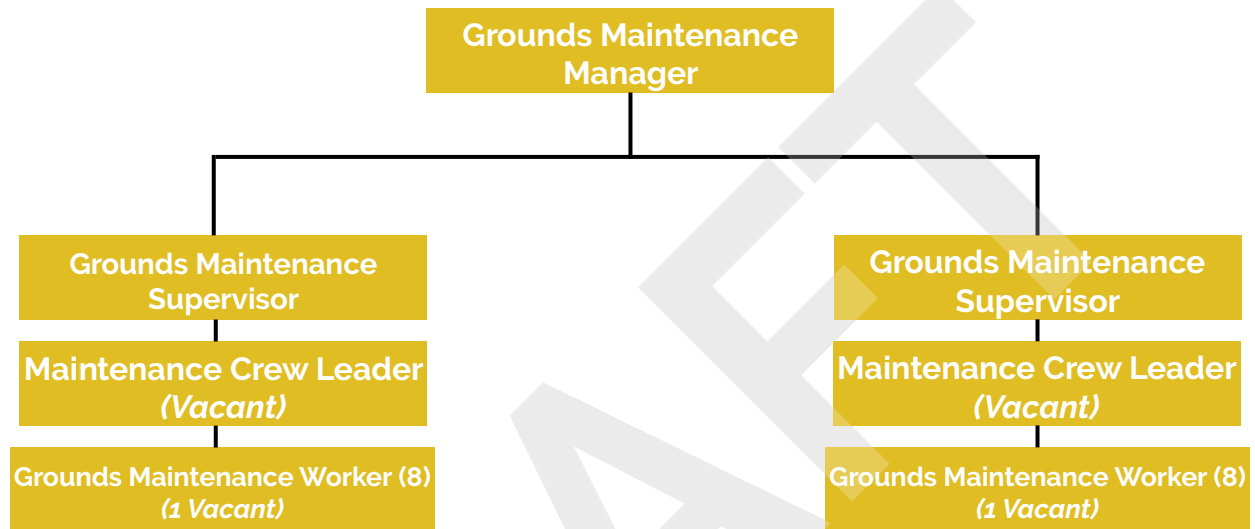
Administration Division

This is also known as the leadership team for the Department and oversees all areas of operation including financial, human resources, assets, stakeholders, alignment with City identified goals, planning, maintenance and business development. It has been observed that Administration does not have cultural affairs representation. Adding cultural affairs representation to the leadership team will help to better integrate this division into the Department.



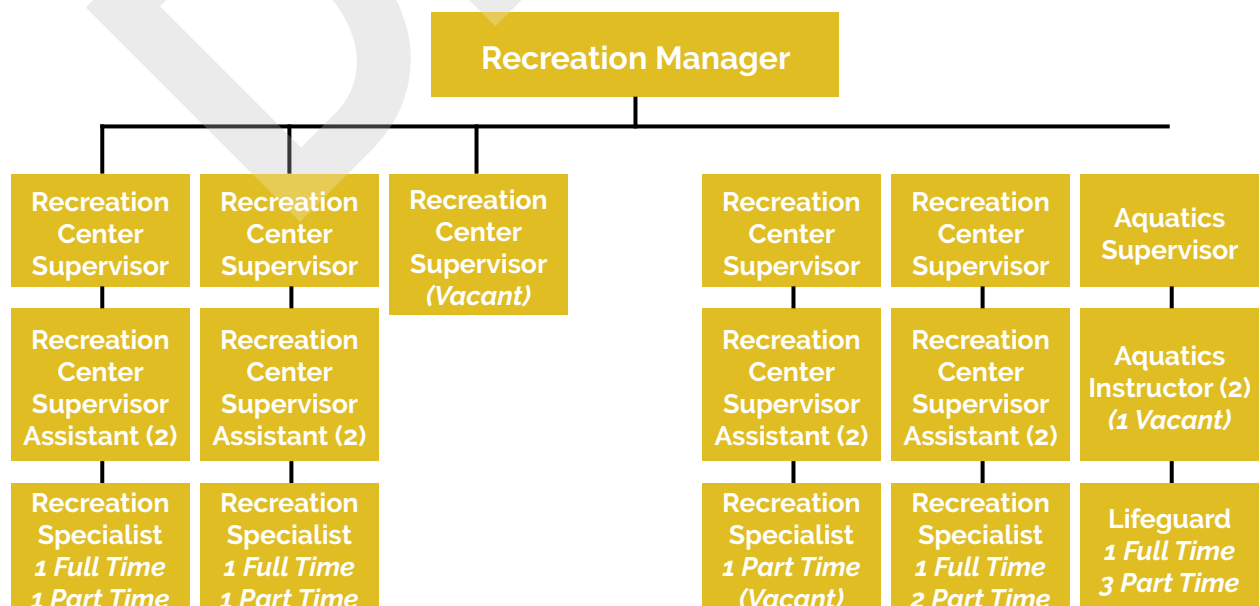
Grounds Division

The Grounds Division is responsible for the asset preservation and routine maintenance of parks, facilities and amenities within the system. It is observed the division has four vacancies that need to be filled for consistency in service delivery.



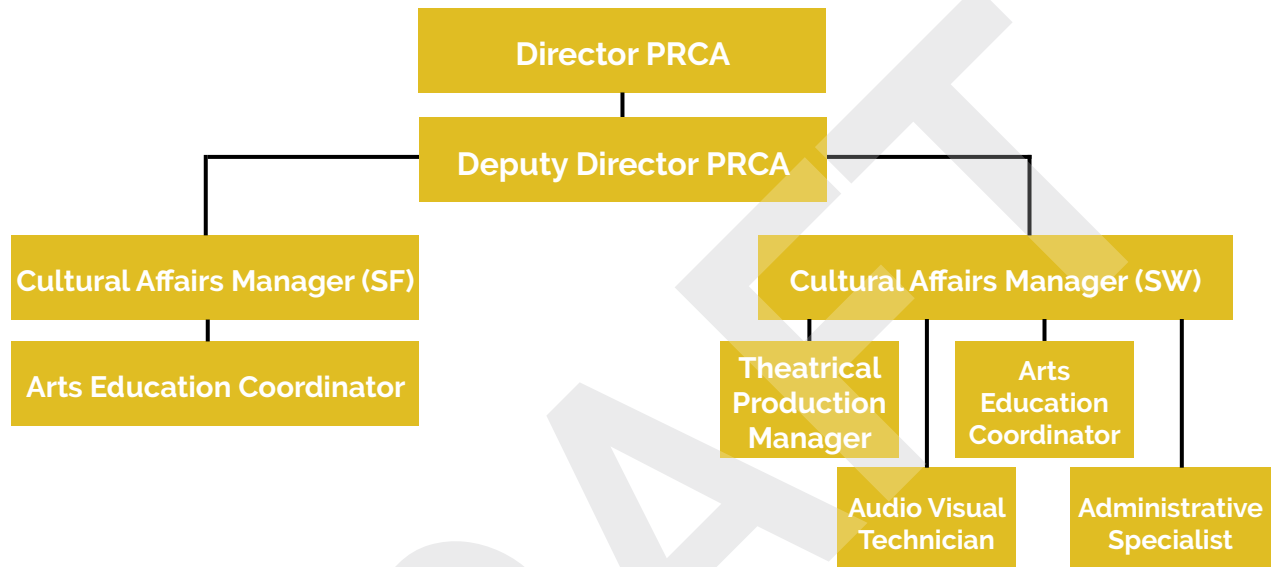
Recreation Division

The Recreation Division is responsible for planning and implementing programs, community events and recreation services including facilities and aquatics. Recently added to the services in 2020, virtual programming has been able to meet needs during the Pandemic.



Cultural Affairs Division

Cultural Affairs Division is responsible for cultural programming, arts programming, events, and facilities. This division was recently incorporated into the services of the Department (2018). Formerly, part of the County system, it was the last component to transition into City services.



Staffing

Current staffing levels show seven vacant full-time positions and one part-time (year-round) position. In order to fully serve the internal and external customers, the Department will need to address existing vacancies. It will also be necessary to add positions to the Department to effectively and efficiently deliver services to the community. Best practice is to identify the staffing needs in a five-year personnel plan to rebuild capacity. It is not uncommon for City priorities to drive budget allocations, and when necessary, use attrition as a form of cost containment.

The key is to develop a plan that will increase capacity to previous levels in order to avoid long-lasting gaps in service and the eventual decline of parks, facilities, and amenities. It is important to include professional development as a component to building capacity. It helps staff become more efficient when they increase their knowledge and begin to look at services differently. Current vacancies include:

- Aquatics Instructor
- Community Center Supervisor
- Grounds Maintenance Worker (2 positions)
- Maintenance Crew Leaders (2 positions)
- Maintenance Manager
- Recreation Specialist (1 part-time position)

Parks and Recreation Programs Overview

The Department provides a broad range of recreation and leisure programming for all ages. The Department plans, organizes, and directs comprehensive park and recreation services for 16 parks (totaling 692 acres) and all specialized facilities. This includes the tennis centers, natatorium, gymnasiums, recreation centers, community buildings, and athletic fields.

Below are some overall observations that stood out while analyzing the program data that was provided by staff:

- A total of **ten (10) Core Program Areas** were established by the Department. Overall, the **program descriptions** effectively communicate the key benefits and goals of each Core Program Area.
- **Age segment distribution** is good, but this needs to be annually monitored to ensure program distribution aligns with community demographics, especially in regards to youth and seniors. Based on the current demographics, the Department's target audience has a strong family presence, while it is projected to experience an aging trend.
- The **Classification of Programs** analysis reveals the current mix is heavily focused on Value-Added services, which are the most sustainable offerings because they are supported by user fees; however, these programs primarily benefit individual users. With less than 15% of programs classified as Essential services, the Department must assess whether it is providing sufficient opportunities for little to no cost that support the greater good of the community.
- The **Program Lifecycle** distribution reflects a lineup of programs offered by an agency in its first years of existence. This is based on approximately 75% of programs belonging to the Introduction and Take-Off lifecycle stages, which is to be expected as the newly formed Department starts offering programs. It will be important to refresh the programming mix with new, or revised, programs that backfill the beginning lifecycle stages as existing programs begin to mature. A complete description of Lifecycle Stages can be found in Section 1.3.2.
- The Department's **volunteer program** allows residents and organizations to easily get involved and give back to the community through various volunteer opportunities, special events, programs, etc. However, the department must develop a formal volunteer policy and track key performance data, such as total volunteers and hours contributed.
- From a **marketing and promotions** standpoint, the staff utilizes a variety of marketing methods when promoting their programs including: printed and online program guides, the Department's website, email blasts, PSAs, online newsletter, Facebook, etc. as a part of the marketing mix. The Department would benefit from identifying marketing Return on Investment (ROI) for all marketing initiatives and there may be opportunities to increase the number of cross-promotions.
- Currently, **customer feedback methods** are rarely utilized. Moving forward, it is strongly recommended that the Department begins incorporating user feedback (e.g. program evaluation surveys, customer satisfaction surveys, crowdsourcing, etc.) on a consistent basis, as a key performance measure that can be tracked over time.
- **Pricing strategies** are varied across the different Program Areas. The most frequently used approaches include differential pricing based on: age segments, residency, market rates, and cost recovery goals. These are good practices and must be continued, but there is a potential opportunity to incorporate a pricing strategy based on ability to pay, such as summer camp scholarships.

- **Financial performance measures** such as cost recovery goals are currently being utilized for all Core Program Areas; however, there is a need for better tracking of actual cost recovery performance. Moving forward, staff must track direct and indirect costs for programs down to the individual program offerings to better assess whether the Department is meeting established goals.

Core Program Areas

To help achieve the mission, it is important to identify Core Program Areas based on current and future needs to create a sense of focus around specific program areas of greatest importance to the community. Public recreation is challenged by the premise of being all things to all people. In the current pandemic and uncertain financial situation, as the Department looks to prioritize the community's needs and its spending, it is even more important to identify and focus on core programs. The philosophy of the Core Program Area is to assist staff, policy makers, and the public to focus on what is most important.

Program areas are considered as Core if they meet a majority of the following categories:

- The program area has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- The program area consumes a relatively large portion (5% or more) of the agency's overall budget.
- The program area is offered 3-4 seasons per year.
- The program area has wide demographic appeal.
- There is a tiered level of skill development available within the program area's offerings.
- There is full-time staff responsible for the program area.
- There are facilities designed specifically to support the program area.

Existing Core Program Areas

In consultation with the Department staff, the planning team identified ten (10) Core Program Areas that are currently offered. These Core Program Areas serve as a framework for assessing the current program offerings of the Department.

ADAPTIVE

Description: Therapeutically based recreation programs for people with cognitive and physical disabilities that expand their access to opportunities that promote physical fitness, health and wellness, increased self-esteem, and greater functional independence.

Goals: Educating individuals so they have the knowledge and skills to safely participate in recreation programs and providing equipment and resources to help individuals achieve greater functional independence in recreational activity.

- Miracle League
- Swimming
- Special Needs PE
- Cheer
- Tennis
- Volleyball

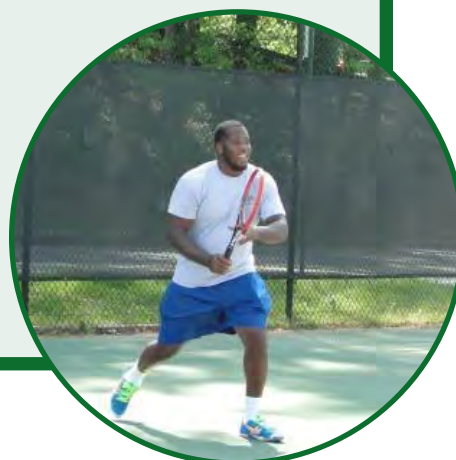


ADULT ATHLETICS

Description: Encourages adults to stay healthy and active through sports. Our program gives adults the opportunity to exercise, meet new friends, interact with their neighbors and have a good time through league play.

Goals: To provide individual and team athletic opportunities for adult residents. To increase leisure participation numbers among the adult population. To implement a revenue generating line item.

- Tennis
- Basketball
- Pickleball
- Kickball



AQUATICS

Description: Water-based programs offer members of all shapes, sizes and fitness levels unique exercising options to help them achieve their fitness goals.

Goals: To ensure access to the pool for all citizens, regardless of income and encourage community involvement and engagement. To provide full seasonal facility availability that accommodates individual and family schedules.

- Water Aerobics
- Swim Lessons
- Swim Team



Chapter 1:
South Fulton
Context

ENRICHMENT

Description: South Fulton PRCA embraces the values of inclusion, diversity and is committed to offering the people it serves and the general community a rich variety of programs intended to educate, inspire, or enhance an individual's experience.

Goals: Everyone needs playtime, and the opportunity to develop their creativity and character in a fun, constructive way. Our roster of enrichment programs will deliver a range of stimulating engagements to keep the mind sharp and open to new ideas.

- Club 55
- Quilting
- Get Technical
- STEM
- Extension School
- Home Rec
- Early Learner



FINE ARTS

Description: Provides active recreational opportunities and cultural experiences in art for all ages and interest groups. A diverse group of art professionals plan organize and direct activities such as dance instruction, drama, crafts or art exhibitions.

Goals: To provide a strong foundation of theory and technical skills that will allow students to create a body of individual innovative artwork. To cultivate visual literacy by learning how to use materials, tools and processes, effectively and safely, from a variety of media to create original works of art.

- Sculpture
- Painting
- Music
- Film



HEALTH & WELLNESS

Description: Through facilities, outdoor settings, and services provided, our health and wellness programs support people of all abilities, ages, socioeconomic backgrounds, and ethnicities.

Goals: Foster change through collaborative programs and policies that help reduce obesity and incidence of chronic disease. Providing opportunities to increase rigorous physical activity. Provide a connection to nature, relieve stress levels, tighten interpersonal relationships and improve mental health.

- Line Dance
- Total Body Fitness
- Men's Powertrain
- Teen Sports Performance
- Youth Movement & Fitness



OUT-OF-SCHOOL ACTIVITIES

Description: These structured programs have been proven to enhance school performance, build character skills and improve both mental and physical health. Our out of school activities let children socialize with peers who share the same interests.

Goals: To provide a safe and productive environment for children after school has ended. To allow children to be involved, engaged and explore new hobbies. To provide a space to build confidence, gain friendships and boost emotional stability.

- After School Program
- Summer Camps
- Cheer Camp
- Softball Camp
- Track Meet
- Football Jamboree



Chapter 1:
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Context

PERFORMING ARTS

Description: The City of South Fulton Cultural Affairs division refers to performing arts as forms in which artists use their voices, bodies or inanimate objects to convey artistic expression.

Goals: To provide a creative space where artists can develop curiosity and artistic integrity. Process the history, principles, training, skills, and knowledge associated with performing arts to facilitate success in their chosen field. To offer South Fulton residents a culture of community art, civic and social engagement.

- Dance
- Music
- Opera
- Theater



SPECIAL EVENTS

Description: Provide a wide variety of special events that allow families to experience safe, exciting, and organized recreational activities in a beautiful setting in a recreation center or park locations throughout the city. Most of these events / activities have a minimal cost or are free.

Goals: Create a sense of community, culture and legacy all while discovering ways family and friends can create memories in a positive atmosphere.

- House of Horror
- Fall Festival
- Holiday Extravaganza
- New Year's Hot Cocoa & Jazz
- World Down Syndrome Day



YOUTH ATHLETICS

Description: Encourages participation in organized sports during childhood and adolescence which has important benefits for physical, psychological, and social health.

Goals: To provide a safe inclusive environment that encourages youth to live a healthy and happy lifestyle, foregoing the common issues many youth face such as obesity and depression. Other benefits allow them to form and strengthen affective relationships, value self-improvement and learn how to be competitive in a competitive society, and to work culturally with different peers and authorities.

- Basketball
- Track
- Soccer
- Baseball / Softball
- Football / Flag
- Cheer
- Tennis



Core Program Area Recommendations

The existing Core Program Areas provide a well-rounded and diverse array of program opportunities for residents. Since the Department is still in its infancy, it will be important to reassess all offerings on a regular basis to ensure they are effectively engaging the community and that programming is aligned with the mission and vision.

A Core Program Area of particular interest to monitor moving forward is Enrichment Activities, which serves both seniors and youth in a variety of interests. As programming becomes more developed and participation levels and demand for active programs for the 55+ population increase, it may be necessary to create an additional category for Seniors in the future.

In addition, an emerging area of program offerings that staff is exploring and can expand is Virtual Programs and ESports. Multiple agencies nationwide, including the City of South Fulton, have started offerings virtual offerings of their existing programs. ESports are one of the fastest growing program areas nationwide and can be participated in from any location – which would allow the Department to generate revenue and tap into an audience in and around the City of South Fulton that would be interested in this as well as create regional ESports leagues in and around Fulton County and DeKalb County.

It is recommended that Core Program Areas are reevaluated at least once a year for their effectiveness in serving the evolving community and to keep up with recreational trends.

Program Strategy Analysis

Age Segment Analysis

The table below depicts each Core Program Area and the most prominent age segments they serve. Recognizing that many Core Program Areas serve multiple age segments, Primary (noted with a 'P') and Secondary (noted with an 'S') markets are identified.

Figure 1.17
Core program areas and age segments they serve

Age Segment Analysis						
Core Program Area	Preschool (5 & Under)	Elementary (6-12)	Teens (13-17)	Adult (18+)	Senior (55+)	All Ages Programs
Adaptive Programs		P	S			
Adult Athletics				P	S	
Aquatics						P
Enrichment Activities			P		S	
Fine Arts						P
Health & Wellness			S	P	S	
Out of School Activities		P	S			
Performing Arts						P
Special Events						P
Youth Athletics	S	P				

The age segment analysis completed by Core Program Area shows the age segments served and gaps in service for the various Core Program Areas. Based on the analysis, current programs seem to be fairly well-aligned with the community's age profile, which skews younger and has a strong family presence.

Although programs serve all age segments, there is a lack of primary programs dedicated to the Senior population. As the population is projected to experience a slow aging trend in the near future, programs should be reevaluated annually to ensure they are adequately serving all ages. As mentioned previously, there is potential to establish Seniors as a Core Program Area as the Department's offerings continue to grow and if the market demand for these programs is unmet.

Another potential gap based on age segments is the Preschool (5 & under) age segment. Many of the current offerings do not serve the youngest segment, or are considered a secondary market. Parks and recreation agencies often provide preschool education and/or child care services as programming that is critical to serving community needs. Given the limited income levels and socioeconomic characteristics of the population in the City of South Fulton, access to these programs can make the difference between a parent being able to secure employment opportunities or not. The Department should assess the current competitive landscape for preschool and before/after school care to ensure that these populations are adequately served. If there is a need and the Department has the resources to offer it. This should strongly be considered as an addition to the current program lineup as an essential service.

Staff should continue to monitor demographic shifts along with program offerings to ensure that the needs of each age group are being met. It would be best practice to establish a marketing plan to identify age segments to target, define the message, select appropriate marketing method(s), create social media campaigns, estimate costs and staffing, and determine measures for success before allocating resources towards a particular effort.

Program Lifecycle

The program lifecycle analysis involves reviewing each individual program offered by the Department to determine the stage of growth (or decline) for each. This provides a way of informing strategic decisions about the overall mix of programs managed by the agency to ensure that an appropriate number of programs are "fresh" and that relatively few programs, if any, need to be discontinued.

This analysis is not based strictly on quantitative data, but rather, it relies on staff members' knowledge of program areas and individual offerings. The following table shows the percentage distribution of the various lifecycle categories of the Department's programs. Percentages were obtained by comparing the number of programs in each lifecycle stage with the total number of programs listed by staff members.

Figure 1.18
Core program areas and age segments they serve

Lifecycle	Description	Actual Programs Distribution		Recommended Distribution
Introduction	New Programs; modest participation	38%	76%	50%-60% Total
Take-Off	Rapid participation growth	36%		
Growth	Moderate, but consistent participation growth	2%		
Mature	Slow participation growth	16%	16%	40%
Saturation	Minimal to no participation growth; extreme competition	5%	7%	0-10% Total
Decline	Declining participation	2%		

The Lifecycle Analysis depicts a young and developing program mix. Approximately three out of every four programs fall into the beginning stages (Introduction, Take-Off, & Growth), which is strongly represented by new offerings and those that are rapidly growing. Although this is well above recommended distribution (50 percent-60 percent) for early lifecycle stages, this is to be expected as the Department is only a couple years old. These beginning stages are important as they provide the Department an avenue to energize its programmatic offerings and experiment to see what works and what doesn't. It will be key to gradually add new programs in the Introduction stage, once the current programs begin to age and progress through the lifecycle stages.

According to staff, only 16 percent of all program offerings fell into the Mature Stage. This stage anchors a program portfolio and it is recommended to have roughly 40 percent of programs within the Mature category in order to achieve a stable foundation.

Additionally, 7 percent of programs are saturated or declining. It is a natural progression for programs to eventually evolve into saturation and decline. However, if programs reach these stages rapidly, it could be an indication that the quality of the programs does not meet expectations, or there is not as much of a demand for the programs. As programs enter into the Decline stage, they must be closely reviewed and evaluated for repositioning or elimination. When this occurs, the Department should modify these programs to begin a new lifecycle with the Introductory stage or develop new programs based upon community needs and trends.

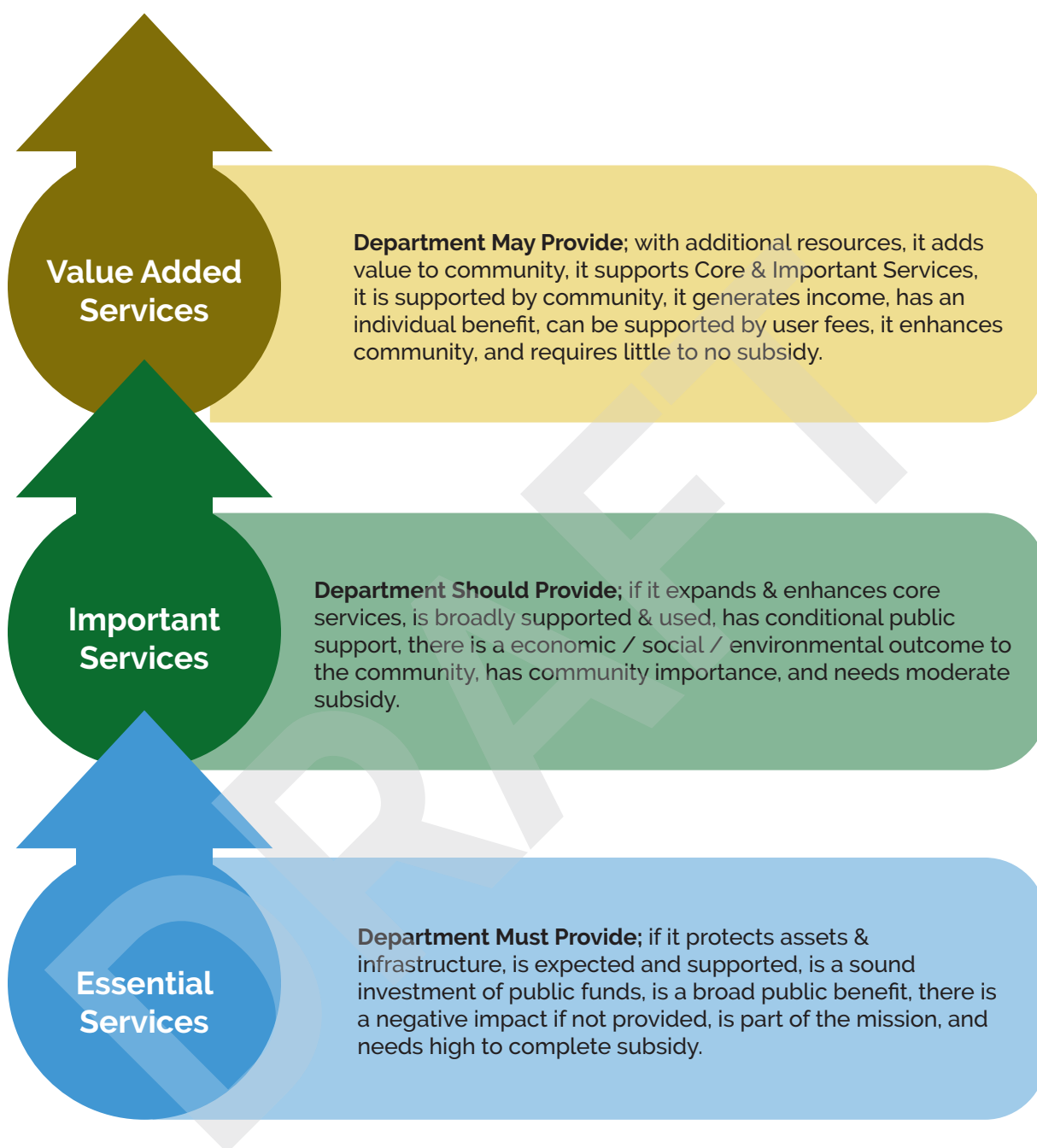
Staff should complete a Program Lifecycle Analysis on an annual basis and ensure that the percentage distribution closely aligns with desired performance. Furthermore, the Department could include annual performance measures for each Core Program Area to track participation growth, customer retention, and percentage of new programs as an incentive for innovation and alignment with community trends.

Program Classification

Conducting a classification of services analysis informs how each program serves the overall organization mission, the goals and objectives of each Core Program Area, and how the program should be funded with regard to tax dollars and/or user fees and charges. Understanding a program's classification can be useful in determining the most appropriate management, funding, and marketing strategies.

Program classifications are based on the degree to which the program provides a public benefit versus a private benefit. Public benefit can be described as everyone receiving the same level of benefit with equal access, whereas private benefit can be described as the individual user receiving exclusive benefit above what a general taxpayer receives for their personal benefit. The level of benefit is also generally associated with the intended level of subsidy – programs that heavily benefit the public are largely supported by taxes, while those that heavily benefit the individual are primarily supported by user fees.

For this exercise, the Department used a classification method based on three levels: Essential Services, Important Services, and Value-Added Services. How a program or service is classified depends on the alignment with the organizational mission, how the public perceives a program, legal mandates, financial sustainability, personal benefit, competition in the marketplace, and accessibility. The following graphic describes each of the three program classifications.



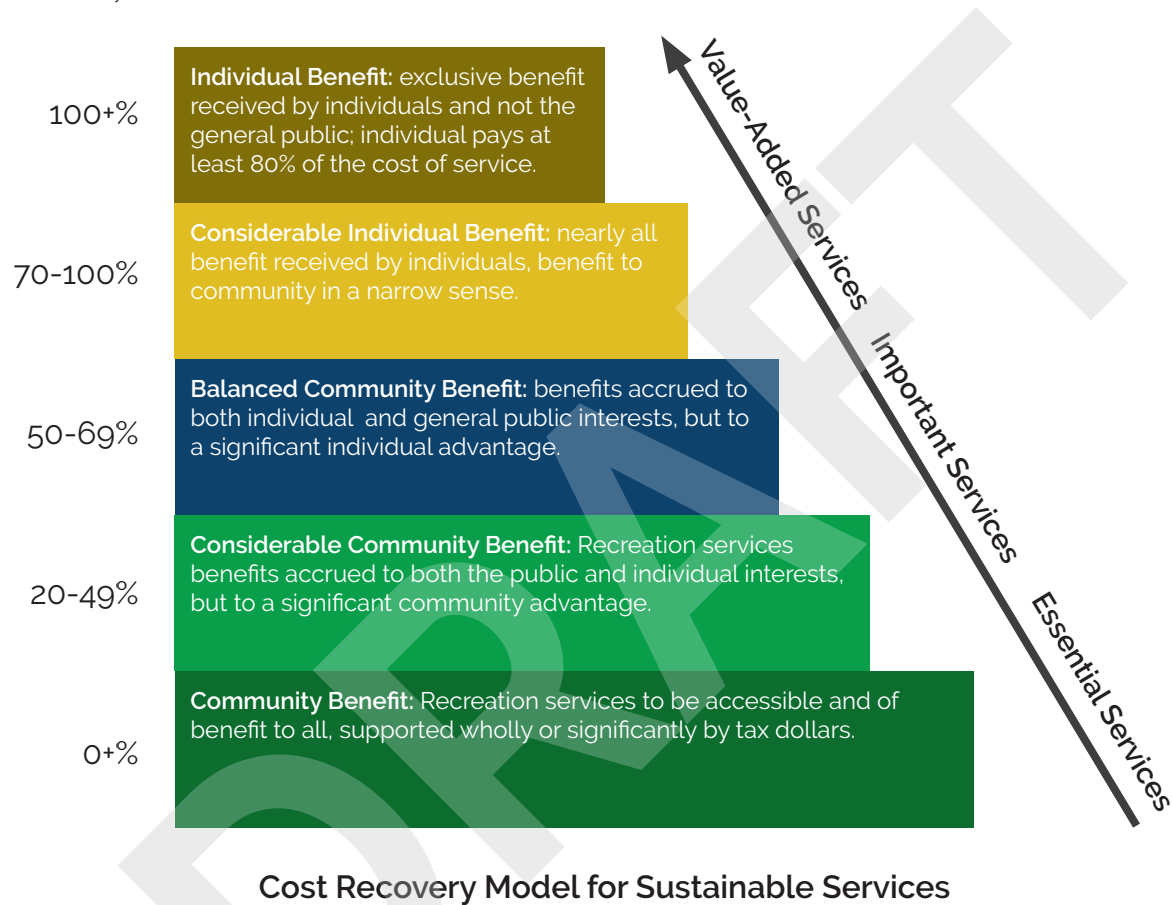
With assistance from staff, a classification of programs and services was conducted for all of the recreation programs offered by the Department. The results presented in the following table represent the current classification of recreation program services. Programs should be assigned cost recovery goal ranges within those overall categories. A full program list organized by core area can be found in the appendix.

Figure 1.19
Department Program Classification Distribution

Department Program Classification Distribution		
Essential	Important	Value-Added
15%	26%	59%

As the Department continues to evolve to better meet the community's needs, there could be an added benefit to managing the services if they all were classified according to the Cost Recovery Model for Sustainable Services depicted below in Figure 1.20.

Figure 1.20
Cost Recovery Model for Sustainable Services



Given the broad range of cost recovery goals (i.e., 0 percent to 40 percent for Essential Services or 40 percent to 80 percent for Important Services), it would be helpful to further distribute programs internally within sub-ranges of cost recovery as depicted above. This will allow for programs to fall within an overall service classification tier while still demonstrating a difference in expected / desired cost recovery goals based on a greater understanding of the program's goals (e.g., Pure Community services versus Mostly Community Services or Community and Individual Mix versus Mostly Individual Mix).

Cost of Service and Cost Recovery

Cost recovery targets should at least be identified for each Core Program Area, and for specific programs or events where realistic. The previously identified Core Program Areas would serve as an effective breakdown for tracking cost recovery metrics including administrative costs. Theoretically, staff should review how programs are grouped for similar cost recovery and subsidy goals to determine if current practices still meet management outcomes.

Determining cost recovery performance and using it to make informed pricing decisions involves a three-step process:

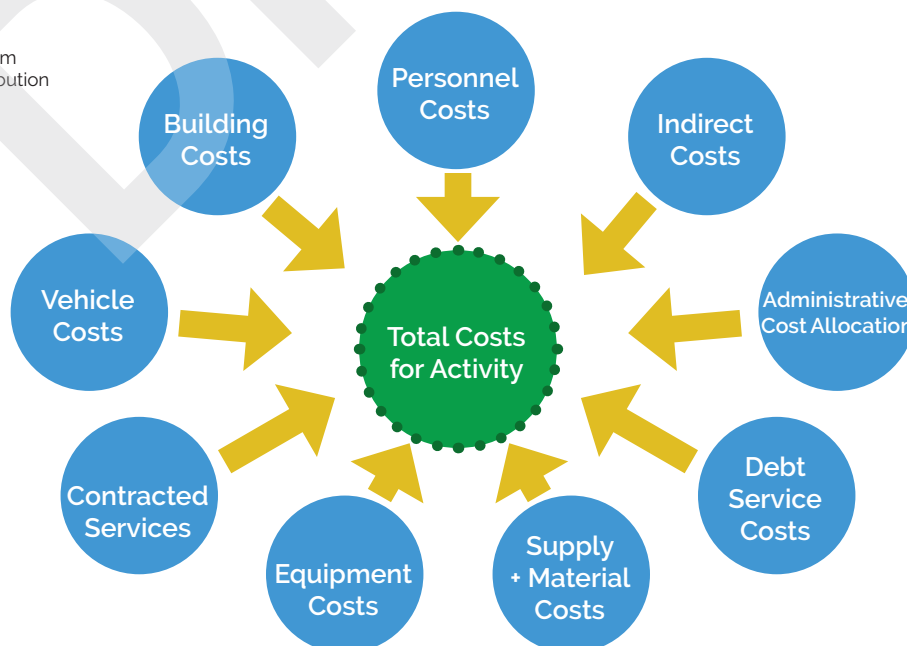
1. Classify all programs and services based on the public or private benefit they provide (as completed in the previous section).
2. Conduct a Cost of Service Analysis to calculate the full cost of each program.
3. Establish a cost recovery percentage, through Department policy, for each program or program type based on the outcomes of the previous two steps and adjust program prices accordingly.

The following provide more detail on steps 2 & 3.

Understanding the Full Cost of Service

To develop specific cost recovery targets, full cost of accounting needs to be created on each class or program that accurately calculates direct and indirect costs. Cost recovery goals are established once these numbers are in place, and the Department's program staff should be trained on this process. A Cost of Service Analysis should be conducted on each program, or program type, that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a Cost of Service Analysis not only helps determine the true and full cost of offering a program, but it also provides information that can be used to price programs based upon accurate delivery costs. Figure 1.21 illustrates the common types of costs that must be accounted for in a Cost of Service Analysis.

Figure 1.21
Department Program
Classification Distribution



The methodology for determining the total Cost of Service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs (and revenue) can also be derived on a per unit basis. Program or activity units may include:

- Number of participants
- Number of tasks performed
- Number of consumable units
- Number of service calls
- Number of events
- Required time for offering program/service.

Agencies use Cost of Service Analysis to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery as well as to benchmark different programs provided by the Department between one another. Cost recovery goals are established once Cost of Service totals have been calculated. Program staff should be trained on the process of conducting a Cost of Service Analysis and the process undertaken on a regular basis.

Current Cost Recovery

The Department's program staff should also utilize an internal budget worksheet for each program, this tool is useful to review quarterly, seasonally, or annually depending on set goals for each core area. Figure 1.22 provides the existing cost recovery goals and, when available, the actual cost recovery level achieved by each Core Program Area.

Overall, the Department's cost recovery goals are heavily focused on recovering costs, as only three Core Program Areas set targets that will require some subsidy. These goals should be reviewed on a regular basis to ensure the community is supportive and that the desired levels are appropriate. As seen below, the majority of Core Program Areas did not have actual cost recovery figures available, and it is recommended that tracking of expenses and revenues is implemented for all programs.

Based on information available, Out of School Activities are outperforming the established goal, while Adult Athletics is well short of the desired cost recovery level. In this case, Adult Athletics must be evaluated to determine if the price point isn't high enough or if the Department should reconsider whether 100% is a realistic target.

Figure 1.22
Department Program Classification Distribution

Cost Recovery Goals by Core Program Area		
Core Program Area	Current Cost Recovery Goal Percentage	Actual Cost Recovery Achieved
Adaptive Programs	20%	n/a
Adult Athletics	100%	50%
Aquatics	100%	n/a
Enrichment Activities	100%	n/a
Fine Arts	125%	n/a
Health + Wellness	125%	n/a
Out-of-School Activities	30%	40%
Performing Arts	125%	n/a
Special Events	80%	n/a
Youth Athletics	100%	n/a

Cost Recovery Best Practices

Cost recovery targets should reflect the degree to which a program provides a public versus individual good. Programs providing public benefits (i.e., Essential programs) should be subsidized more by the Department; programs providing individual benefits (i.e., Value-Added programs) should seek to recover costs and/or generate revenue for other services. To help plan and implement cost recovery policies, the consulting team has developed the following definitions to help classify specific programs within program areas.

- **Essential Programs**-category are critical to achieving the organizational mission and providing community-wide benefits and, therefore, generally receive priority for tax-dollar subsidization. Essential programs typically recover anywhere from 0%-40% of its direct costs.
- **Important or Value-Added** program classifications generally represent programs that receive lower priority for subsidization.
 - » **Important** programs contribute to the organizational mission but are not essential to it; therefore, cost recovery for these programs should be high (i.e., at least 40%-80% overall).
 - » **Value-Added** programs are not critical to the mission and should be prevented from drawing upon limited public funding, so overall cost recovery for these programs should be near or in excess of 100%.

Pricing

Pricing strategies are one mechanism agencies can use to influence cost recovery. Figure 1.23 highlights pricing strategies used by each of the Core Program Areas in an effort to identify untapped pricing strategies. These are all considered useful pricing tactics to help solidify usage patterns, effectively market programs, and help achieve cost recovery goals.

Overall, the Department is using a good mix of pricing strategies for its various programs. All Core Program Areas are utilizing strategies based on residency, market rates, and cost recovery goals; while many also utilize pricing by age segment, weekday vs weekend, and group discounts. Pricing strategies that are not typically employed by the Department include family / household pricing, prime / non-prime rates, and pricing based on customer's ability to pay. The Core Programs with the largest variety of pricing strategies are Performing Arts, Health & Wellness, Out of School Activities, and Special Events.

The consulting team recommends that all Core Program Areas continue to balance access to offerings to the community along with cost recovery to determine price points and look at underutilized pricing strategies to bolster participation and revenue.

One opportunity that should be evaluated is implementing a pricing policy that factors in the customer's ability to pay. A basic scholarship program can improve program participation and grant access to children and households that typically couldn't afford recreation programs, such as summer camps.

Staff should continue to monitor the effectiveness of the various pricing strategies utilized and make adjustments as necessary, at least annually. It is also important to continue monitoring the competitive pricing of similar service providers in the local market, such as those identified in Appendix B.

Figure 1.23
Department Program Classification Distribution

Pricing Strategies										
Core Program Area	Age Segment	Family/ Household Status	Residency	Weekday/ Weekend	Prime / Non-Prime Time	Group Discounts	By Location	By Competition (Market Rate)	By Cost Recovery Goals	By Customer's Ability to Pay
Adaptive Programs	X		X					X	X	
Adult Athletics			X			X		X	X	
Aquatics	X		X			X		X	X	
Enrichment Activities	X		X					X	X	
Fine Arts	X		X	X			X	X	X	
Health & Wellness	X		X	X		X	X	X	X	
Out of School Activities		X	X	X	X	X		X	X	
Performing Arts	X		X	X	X	X	X	X	X	
Special Events	X		X	X		X	X	X	X	
Youth Athletics	X		X			X	X	X	X	

Program Strategy Recommendations

In general, the Department program staff should adhere to a cyclical process for evaluating programs on both individual merit as well as the entire program mix. This can be completed at one time on an annual basis, or in batches at key seasonal points of the year, as long as each program is evaluated at least once per year. The following tools and strategies can help facilitate this evaluation process:

Mini Business Plans

The planning team recommends that Mini Business Plans (2-3 pages) for each Core Program Area be updated on a yearly basis. These plans should evaluate the Core Program Area based on meeting the outcomes desired for participants, cost recovery, percentage of the market and business controls, cost of service, pricing strategy for the next year, and marketing strategies that are to be implemented. If developed regularly and consistently, they can be effective tools for budget construction and justification processes in addition to marketing and communication tools.

Program Development & Decision-Making Matrix

When developing program plans and strategies, it is useful to consider all of the Core Program Areas and individual program analysis discussed in this Program Assessment. Lifecycle, Age Segment, Classification, and Cost Recovery Goals should all be tracked, and this information along with the latest demographic trends and community input should be factors that lead to program decision-making. Community input can help staff focus in on specific program areas to develop new opportunities in what group of citizens to target including the best marketing methods to use.

A simple, easy-to-use tool similar to Figure 1.24 below will help compare programs and prioritize resources using multiple data points, rather than relying solely on cost recovery. In addition, this analysis will help staff make an informed, objective case to the public when a program in decline, but beloved by a few, is retired. If the program/service is determined to have strong priority, appropriate cost recovery, good age segment appeal, good partnership potential, and strong market conditions the next step is to determine the marketing methods using the Figure below.

Figure 1.24
Department Program Classification Distribution

Marketing & Promotion Methods

Program Idea (Name or Concept): _____

Marketing Methods	Content Developed	Contact Information	Start Date
Activity Guide			
Website			
Newspaper Article			
Radio			
Social Media			
Flyers - Public Places			
Newspaper Ad			
Email Notification			
Event Website			
School Flyer/Newsletter			
Television			
Digital Sign			
Friends & Neighbors Groups			
Staff Promotion @ Events			

Internal Factors

Program Idea (Number or Concept): _____

Priority Ranking: _____ High Medium Low

Program Area: _____ Core Non-core

Classification: _____ Essential Important Discretionary

Cost Recovery Range: _____ 0-40% 40-60% 60-80%

Age Segment: _____ Primary Secondary

Sponsorship/Partnership

Potential Partnerships: _____ Monetary Volunteers Partner Skill Location/Space

Potential Sponsors: _____ Monetary Volunteers Sponsor Skill Location/Space

Market Competition

Number of Competitors: _____

Competitiveness: _____ High Medium Low

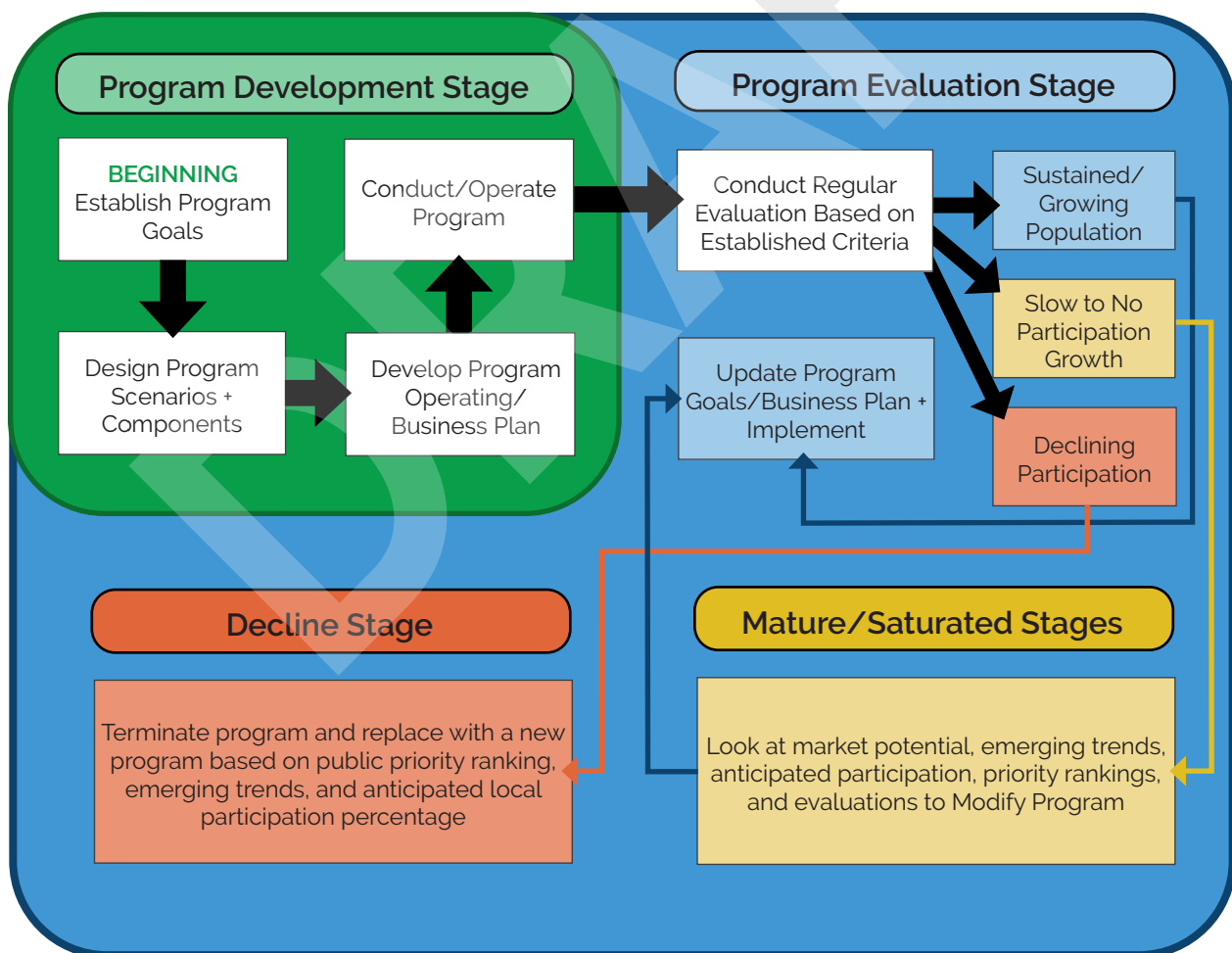
Growth Potential: _____ High Low

Program Evaluation Cycle (with Lifecycle Stages)

Using the Age Segment and Lifecycle analysis, and other established criteria, program staff should evaluate programs on an annual basis to determine program mix. This can be incorporated into the Program Operating/Business Plan process. A diagram of the program evaluation cycle and program lifecycle is found in Figure 1.25. During the Introductory Stages, program staff should establish program goals, design program scenarios and components, and develop the program operating/business plan. Regular program evaluations will help determine the future of a program.

If participation levels are still growing, continue to provide the program. When participation growth is slowing (or non-existent) or competition increases, staff should look at modifying the program to re-energize the customers to participate. When program participation is consistently declining, staff should terminate the program and replace it with a new program based on the public's priority ranking and/or in activity areas that are trending nationally/regionally/locally, while taking into consideration the anticipated local participation percentage.

Figure 1.25
Department Program Classification Distribution



Parks and Facilities

The City of South Fulton parks, recreation, and cultural system is currently comprised of 16 parks, totaling 687 acres. The City may acquire the Wolf Creek Amphitheater from Fulton County which will add another 119.14 acres to the park system to reach a total of 687 acres.

The City of South Fulton's parks, recreation, and cultural system also includes ten indoor facility buildings that provide residents with approximately 144,862 square feet of indoor recreation and cultural space. These facilities range from the Southwest Arts Center and South Fulton Arts Center that provide art and cultural enrichment experiences, to the Welcome All Multi-Purpose Center which provides residents with a variety of indoor recreational facilities such as an indoor gym, fitness center, community rooms, and an indoor pool.

Other public and private recreational resources are also located in the City of South Fulton. These include facilities provided by Fulton County, Fulton County Schools, and private homeowner associations. Typical non-profit providers such as the Boys n Girls Club or the YMCA do not have locations in the City of South Fulton.

Fulton County operates one Park located within the City of South Fulton's limits and Fulton County Schools operates 21 schools with parks and recreation facilities within the

City of South Fulton. Figure 1.26 maps the City's parks, recreation, and cultural system.

A multitude of homeowner associations within the City of South Fulton also provide their residents with access to private recreational facilities. Typical facilities include outdoor swimming pools, tennis courts, and playgrounds.

While these facilities may address specialized recreational needs, they typically do not address the community's larger recreational, social, and cultural needs such as multipurpose trails, natural areas, dog parks, sports fields, and cultural arts.

CITY OF SOUTH FULTON PARKS, RECREATION, AND CULTURAL SYSTEM HIGHLIGHTS



16 Parks
687 Acres

1 Amphitheater

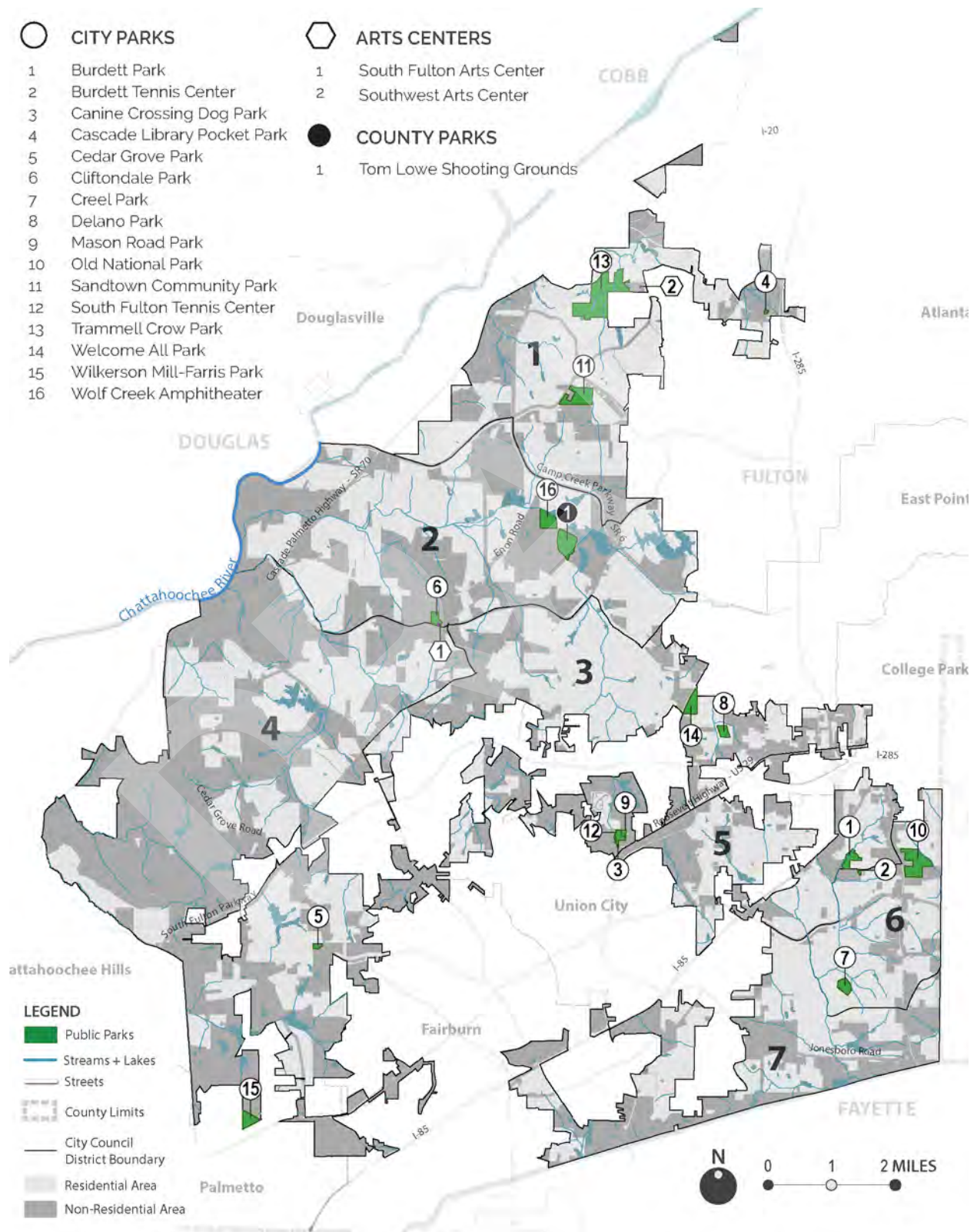
2 Arts Centers

7 Indoor Facilities



144,862 sf
of Indoor recreation and cultural space

Figure 1.26
City of South Fulton Parks and Recreation System



Park and Facility Evaluations

Research by park experts have shown that all successful parks and public spaces share common qualities:

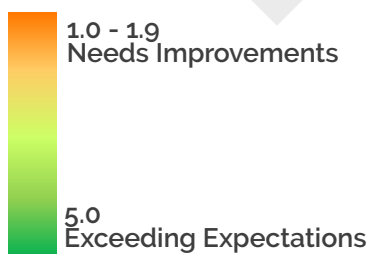
- They are easily accessible
- They are comfortable and have an attractive image
- They allow users of all ages to engage in a variety of activities and allow people to gather and meet one another
- They are sustainable – meaning that they help meet existing needs while not compromising the needs of future generations

Considering these qualities, the City of South Fulton's parks where evaluated based on

5 categories and 33 sub-categories

using the City's premier park – Welcome All Park – as a measuring stick for the rest of the park system.

Parks were evaluated collaboratively by City staff and the consultant using a five-point scale:



Figures 1.27 and 1.28 illustrates the results of this analysis and Figure 1.29 maps the results.



ACCESS

Proximity, Access, and Linkages

- **Visibility from a distance**
Can one easily see into the park?
- **Ease of walking to the park**
Can someone walk directly into the park safely and easily?
- **Clarity of information/signage**
Is there signage that identifies the park, and/or signage that provides additional information for users?
- **ADA Compliance**
Does the site generally appear to comply with the Americans with Disabilities Act (ADA) laws for accessibility?
- **Lighting**
Is the park lighted appropriately for use at night? (if applicable)



COMFORT

Comfort and Image

- **First impression/overall attractiveness**
Is the park attractive at first glance?
- **Feeling of safety**
Does the park feel safe at the time of the visit?
- **Cleanliness/overall quality of maintenance (Exterior/Interior)**
Is the park clean and free of litter?
- **Comfort of places to sit**
Are there comfortable places to sit?
- **Protection from bad weather**
Is there shelter in case of bad weather?
- **Evidence of management/stewardship (Exterior/Interior)**
Is there visual evidence of site management?
- **Ability to easily supervise and manage the park or facility (interior)**
How difficult it is to supervise the park and its facilities?
- **Condition and effectiveness of any equipment or operation systems**
Is the equipment and/or operating system in good condition?



USE

Uses, Activities, and Sociability

- **Mix of uses/things to do**
Is there a variety of things to do given the type of park?
- **Level of activity**
How active is the park with visitors?
- **Sense of pride/ownership**
Is there evidence of community pride in the park?
- **Programming flexibility**
How flexible is the park in accommodating multiple uses?
- **Ability of facility to effectively support current organized programming**
Is the site meeting the needs of organized programs?
- **Marketing or promotional efforts for the facility**
Is the site being marketed effectively?



SUSTAINABILITY

Environmental Sustainability

- **Stormwater management**
Is green infrastructure present to help manage stormwater?
- **Multi-modal capacity**
Is the park accessible by many modes of transportation?
- **Facility energy efficiency**
Has the site been updated with energy efficient components?



BUILDINGS

Buildings and Architecture

- **Image and aesthetics**
Is the building attractive?
- **Clarity of entry and connection to the park**
Is the building integrated into its surroundings?
- **Interior layout**
Is the layout functional?
- **Interior finishes, furniture, and equipment**
Are the furnishings and equipment inside the building of good condition and quality?
- **Functioning dimensions of spaces**
Does the organization of space support the building's intended function?
- **Building enclosure**
Is there any obvious need for repairs to the building shell?
- **Building systems**
Are all the mechanical, electrical, and plumbing systems in working order?
- **Energy and sustainability**
Is there evidence that the building is energy efficient?

Figure 1.27

Park site evaluation analysis, Pt. 1

Chart Legend

	Burdett Park	Burdett Tennis Center	Canine Crossing	Cedar Grove	Cliffondale Park / Rec Center	Creel Park	Delano Park	Mason Road Park	Old National Park	Average
TOTAL SYSTEM AVERAGES	2.8	2.9	2.7	2.2	2.4	3.0	1.5	2.9	2.7	2.7
PROXIMITY/ACCESS/LINKAGES	2.8	3.2	1.8	2.0	2.0	2.3	1.2	2.2	2.5	2.3
Visibility from a distance	2	4	1	1	2	2	1	2	1	1.9
Ease in walking to the park	4	4	2	2	3	3	2	2	4	2.8
Transit Access	4	4	-	-	1	3	1	1	3	2.1
Clarity of information/signage	2	2	2	2	2	2	1	2	3	2.1
ADA Compliance	2	2	2	2	2	2	1	3	2	2.4
Lighting	3	3	2	3	2	2	1	3	2	2.6
COMFORT & IMAGE:	2.9	2.8	2.9	2.3	2.4	3.4	1.3	2.9	2.5	2.7
First Impression / overall attractiveness	2	3	3	2	2	3	1	3	3	2.7
Feeling of safety	3	3	3	1	2	2	1	3	2	2.5
Cleanliness/overall quality of maintenance (Exterior Site)	3	2	3	3	3	3	2	3	3	3.0
Cleanliness/overall quality of maintenance (Facilities Interior)	4	4	-	-	3	4	-	4	-	3.8
Comfort of places to sit	2	2	3	2	3	3	1	4	2	2.5
Protection from bad weather	3	2	3	4	1	4	1	3	2	2.8
Evidence of management /stewardship (Exterior Site)	3	2	3	3	3	4	2	3	3	3.0
Evidence of management /stewardship (Facility(ies) Interior)	4	4	-	-	3	4	-	-	-	3.7
Ability to Easily Supervise and Manage	3	5	-	-	3	5	-	-	-	3.9
Condition and Effectiveness of any Equipment or Operating Systems	3	2	3	2	2	3	1	2	3	2.5
Branding	2	2	2	1	1	2	1	1	2	1.7
USES AND ACTIVITIES & SOCIABILITY	2.7	3.0	3.3	2.4	2.8	3.7	1.6	3.5	3.2	3.1
Mix of uses/things to do	2	2	3	2	3	4	1	3	3	2.8
Level of activity	2	3	3	3	3	4	2	4	4	3.5
Sense of pride/ownership	4	3	4	2	3	4	2	4	3	3.6
Programming Flexibility	3	4	-	2	3	4	2	3	3	3.2
Ability of Facility to Effectively Support Current Organized Programming	3	4	-	-	2	4	-	3	4	3.3
Marketing or Promotional Efforts for the Facility or Activities	2	2	3	3	3	2	1	4	2	2.7
Use and adequacy of technology	3	2	1	1	2	2	1	3	2	1.9
ENVIRONMENTAL SUSTAINABILITY	2.7	2.7	-	-	2.3	2.7	1.7	-	2.7	2.5
Stormwater Management	3	3	-	-	3	3	3	-	3	3.0
Multi-modal Capacity	3	3	-	-	2	3	1	-	3	2.5
Facility Energy Efficiency	2	2	-	-	2	2	1	-	2	1.9
BUILDINGS AND ARCHITECTURE	3.1	2.7	-	-	2.7	2.8	-	-	-	2.8
Image and Aesthetics	2	2	-	-	2	2	-	-	-	2.6
Clarity of Entry and Connections to Park	4	4	-	-	3	4	-	-	-	3.8
Interior Layout	3	3	-	-	3	3	-	-	-	3.1
Interior Finishes and Furniture and Equipment	3	2	-	-	2	2	-	-	-	2.2
Functioning Dimensions of spaces	3	3	-	-	3	3	-	-	-	2.9
Structural Integrity	4	2	-	-	3	3	-	-	-	3.4
Building Enclosure	4	3	-	-	3	3	-	-	-	2.6
Building Systems	3	3	-	-	3	3	-	-	-	2.4
Energy and Sustainability	2	2	-	-	2	2	-	-	-	2.1

Figure 1.28

Park site evaluation analysis, Pt. 2

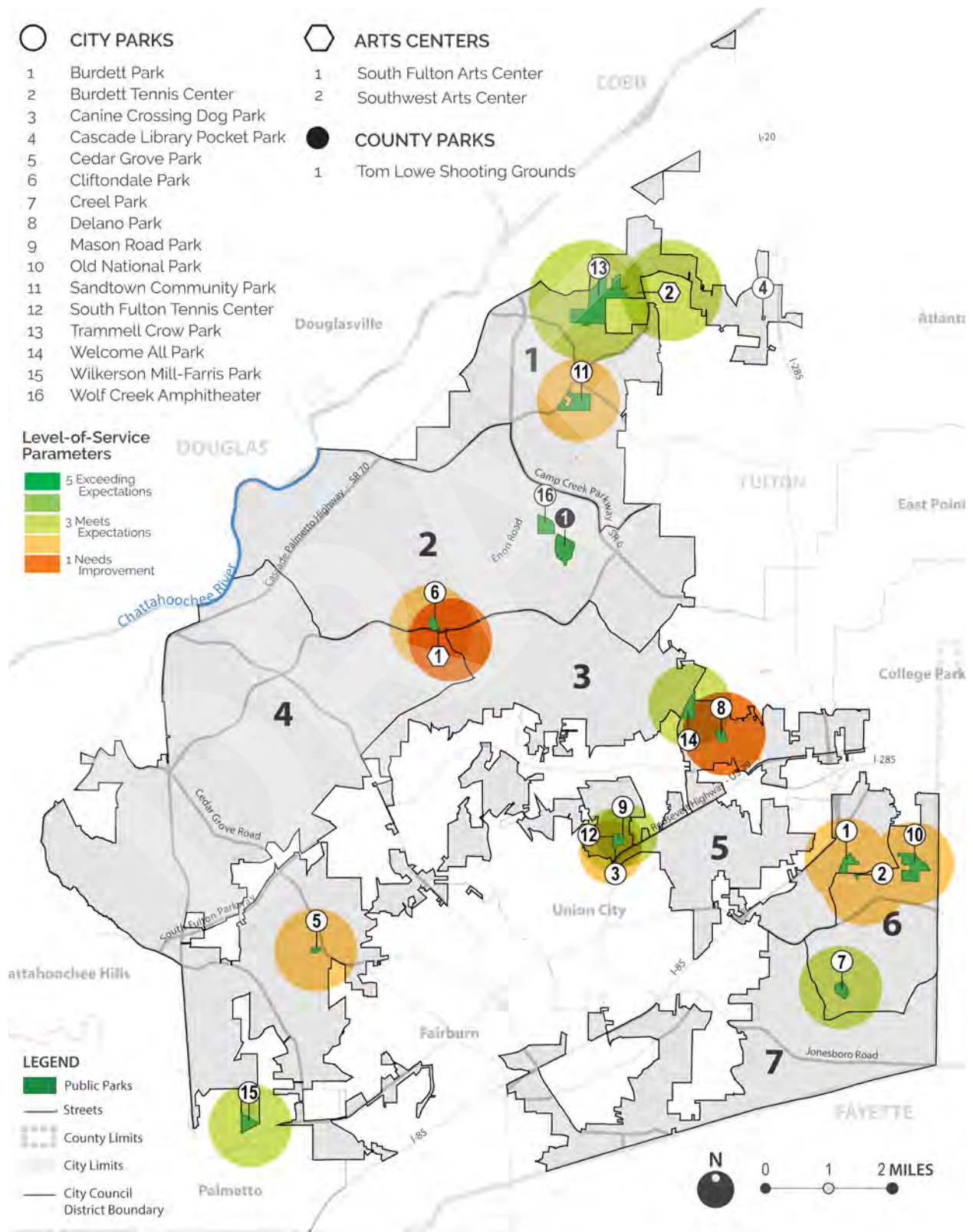
Chart Legend



1.0 Needs Improvements
3.0 Meets Expectations
5.0 Exceeding Expectations

	Sandtown Community Park	South Fulton Arts Center	South Fulton Community Garden	South Fulton Tennis Center	Southwest Arts Center	Southwest Arts Center Theater	Trammell Crow Park	Welcome All Park	Wilkerson Mill Farris Park	Average
TOTAL SYSTEM AVERAGES	2.5	1.9	2.7	3.2	3.0	3.1	3.1	3.2	2.9	2.7
PROXIMITY/ACCESS/LINKAGES	2.0	-	2.8	2.2	-	-	2.6	2.7	2.8	2.3
Visibility from a distance	1	-	3	2	-	-	2	2	3	1.9
Ease in walking to the park	3	-	3	2	-	-	3	2	3	2.8
Transit Access	1	-	1	1	-	-	-	3	-	2.1
Clarity of information/signage	2	-	3	2	-	-	2	2	3	2.1
ADA Compliance	2	-	4	3	-	-	3	3	3	2.4
Lighting	3	-	3	3	-	-	3	4	2	2.6
COMFORT & IMAGE:	2.5	-	3.1	3.3	-	-	2.8	3.6	2.5	2.7
First Impression / overall attractiveness	3	-	3	3	-	-	3	4	3	2.7
Feeling of safety	2	-	4	3	-	-	3	2	3	2.5
Cleanliness/overall quality of maintenance (Exterior Site)	3	-	3	4	-	-	3	4	3	3.0
Cleanliness/overall quality of maintenance (Facilities Interior)	3	-	-	4	-	-	-	4	-	3.8
Comfort of places to sit	2	-	2	4	-	-	3	3	2	2.5
Protection from bad weather	4	-	3	3	-	-	4	3	2	2.8
Evidence of management /stewardship (Exterior Site)	3	-	3	3	-	-	3	4	3	3.0
Evidence of management /stewardship (Facility(ies) Interior)	3	-	-	4	-	-	-	4	-	3.7
Ability to Easily Supervise and Manage	2	-	-	5	-	-	-	4	-	3.9
Condition and Effectiveness of any Equipment or Operating Systems	2	-	4	2	-	-	2	4	3	2.5
Branding	1	-	3	1	-	-	1	4	1	1.7
USES AND ACTIVITIES & SOCIABILITY	3.2	-	2.5	3.5	-	-	3.8	4.5	3.5	3.1
Mix of uses/things to do	3	-	2	3	-	-	4	4	3	2.8
Level of activity	4	-	3	4	-	-	4	5	4	3.5
Sense of pride/ownership	4	-	4	4	-	-	4	5	4	3.6
Programming Flexibility	3	-	-	3	-	-	4	4	4	3.2
Ability of Facility to Effectively Support Current Organized Programming	2	-	-	3	-	-	-	5	3	3.3
Marketing or Promotional Efforts for the Facility or Activities	3	-	1	4	-	-	3	4	3	2.7
Use and adequacy of technology	2	-	-	3	-	-	1	2	1	1.9
ENVIRONMENTAL SUSTAINABILITY	-	-	2.3	-	-	-	-	2.7	-	2.5
Stormwater Management	-	-	3	-	-	-	-	3	-	3.0
Multi-modal Capacity	-	-	2	-	-	-	-	3	-	2.5
Facility Energy Efficiency	-	-	2	-	-	-	-	2	-	1.9
BUILDINGS AND ARCHITECTURE	2.3	1.9	-	3.7	3.0	3.1	-	2.7	-	2.8
Image and Aesthetics	2	2	-	3	4	4	-	3	-	2.6
Clarity of Entry and Connections to Park	3	4	-	4	4	4	-	4	-	3.8
Interior Layout	3	2	-	4	4	4	-	2	-	3.1
Interior Finishes and Furniture and Equipment	2	1	-	4	2	2	-	2	-	2.2
Functioning Dimensions of spaces	2	2	-	4	3	4	-	2	-	2.9
Structural Integrity	3	3	-	4	4	4	-	4	-	3.4
Building Enclosure	2	1	-	4	2	2	-	2	-	2.6
Building Systems	2	1	-	3	2	2	-	2	-	2.4
Energy and Sustainability	2	1	-	3	2	2	-	3	-	2.1

Figure 1.29
Map of park site evaluations



Park and Facility Evaluation Summary Findings

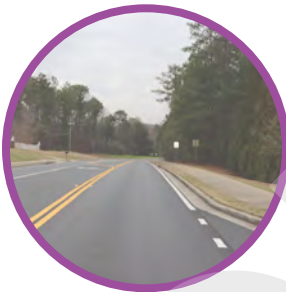
Based on the evaluation of the City of South Fulton's parks, recreation, and cultural system that considers pre-COVID-19 use conditions, uses the criteria previously described, and Welcome All Park as the measuring stick, it appears that the City's parks, recreation, and cultural system is NOT meeting expectations with an overall score of 2.7. The system displayed a variety of strengths and opportunities that the City should build on and improve wherever possible.

PROXIMITY, ACCESS, LINKAGES

(-) Opportunities



- Most of the City's parks do not provide adequate visibility into the interior of the park and provide very few clear site lines into the park. The Burdett Tennis Center is an example of a park that has clear visibility into the park from at least two sides of the park. The City should strive to improve visibility to the interior of the City's parks wherever possible.



- While some of the City's parks are connected to the surrounding neighborhoods with sidewalks, many are not. Additionally, many of these sidewalks do not have shade trees, which makes walking to the park during hot Georgia days unpleasant. For example, sidewalks along Cascade Road near Trammell Crow Park have a small landscape buffer that barely separate pedestrians from fast moving vehicular traffic. Additionally, these buffers are very narrow and do not allow the planting of shade trees, making walking along these sidewalks unpleasant during a hot Georgia day. The City should strive to enhance walkability to the City's parks by implementing sidewalks with buffers, shade trees, street lights, and public art, where possible.



- Most of the City's parks lack connections to transit, which limit the reach of parks to the broader community. While Burdett Park, Burdett Tennis Center, and Old National Park contain transit stops near the entrance of the parks, these transit stops are limited to a transit stop sign adjacent to the sidewalk. The City should strive to provide transit stops with signage, wayfinding, up to date transit schedules, and comfortable and sheltered seating areas in at least, the City's larger parks.



- All of the City's park signs are outdated and should be updated and rebranded. Additional signage opportunities that the City should consider including in the City's parks include a park system location map, park amenity location map and amenity directional signage (depending on the size and complexity of the park), amenity signs, and educational interpretive signs.
- Most of the City's park lights need to be upgraded to allow users opportunities to enjoy park amenities after dusk, where appropriate, or provide safety lights in parks where after dusk activities are not appropriate.

COMFORT, IMAGE



(+) Strengths

- Most of the interior spaces of City park buildings can be easily supervised and managed due to an interior design that is configured in a manner that allows for clear site lines to major amenities, entrances, and exists from a central location. Buildings in Burdett Tennis Center, Creel Park, Mason Road Park, South Fulton Tennis Center, and Welcome All Park are great examples of spaces that facilitate interior supervision. This translates into strong interior management/stewardship and cleanliness, which these parks exhibit, within reason.
- Some of the City's parks exhibited good signs of overall cleanliness, quality of exterior maintenance, management, and stewardship, within reason, given the age and limited capital investments that the parks have received over the last 5 to 10 years. South Fulton Tennis Center and Welcome All Park are strong examples.

(-) Opportunities

- While some of the City's parks exhibit good signs of stewardship and cleanliness, most do not provide a good overall first impression and attractiveness. Additionally, many of the parks do not provide a strong overall feeling of safety. This is primarily due to the secluded setting of parks, which limit clear views and site lines into the park and do not foster a sense of safety. Additionally, the lack of capital improvements that the parks have received over the last 5 to 10 years exacerbate the appearance. Even though City staff appears to maintain the City's parks adequately, the outdated and aged nature of the park's facilities, amenities, hardscapes, and landscapes make it difficult to achieve a good overall first impression.
- Many of the City's parks do not provide inviting and clean places to sit that are located in pleasant areas. Additionally, many of the parks do not contain shelters where park users can go to find refuge during Georgia's inclement weather. The City should strive to incorporate a variety of seating and shelters including movable tables and chairs and add shade and shelters in parks to enhance park user's experience and comfort.
- Most of the City's parks contain outdated and tired branding that can be seen in the colors, signage, amenities, furnishings, and materials. The City should establish new, exciting, and vibrant branding and design standards that are unique and indicative of the City of South Fulton.

USES, ACTIVITIES, SOCIABILITY

(+) Strengths



- Before the COVID-19 pandemic forced the closure of the City's parks, many of the City's parks were well used and enjoyed a high level of activity. The park that appeared to have the highest level of activity was Welcome All Park. Even during the pandemic, the park was used to provide essential services to the community, specifically food distribution. Other parks that appeared to have high levels of activity included Creel Park, Mason Road Park, Old National Park, Sandtown Community Park, South Fulton Tennis Center, Trammell Crow Park, and Wilkerson Mill Ferris Park. Some of these parks were also used during the Pandemic as COVID-19 testing centers.



- A few of the City's parks exhibited an adequate level of pride and ownership through limited to no signs of litter, vandalism, and misuse of facilities. The park that appeared to have the highest level of pride and ownership was Welcome All Park. Other notable examples included Burdett Park, canine Crossings, Creel Park, Mason Road Park, Sandtown Community Park, South Fulton Community Garden, South Fulton Tennis Center, Trammell Crow Park, and Wilkerson Mill Ferris Park. The City should continue to encourage the pride and ownership that are fostered in these parks.



- Many of the City's parks are adequately planned and spatially organized to facilitate organized programming due to the proper size, location of facilities, and amenities. Additionally, many of the City's parks provide opportunities for flexible use due to the presence of multi-purpose outdoor and indoor spaces. Notable examples include Burdett Park, Creel Park, Old National Park, and Welcome All Park.

(-) Opportunities



- While a few of the City's parks provide a range of facilities, amenities, and activities for users of all ages, others do not. This limited range of facilities, amenities, and activities in parks also limits the level of activity that occurs in these parks. Even parks that are well used in the evenings or the weekends, may remain underused in other parts of the day. The City should strive to add more activities and things to do in parks based on the community's needs and priorities. This will be further explored during the Visioning Phase of the project.
- Most of the evaluated parks lack marketing that make use of a variety of promotional tools to make residents aware of the park, its recreation facilities, activities, and programs. To the extent possible, the City should look to enhance marketing efforts through as many avenues as possible including traditional and digital means.

ENVIRONMENTAL SUSTAINABILITY

(-) Opportunities



- While aging, most of the City's parks appear to adequately treat stormwater on-site through the use of traditional Best Management Practices (BMPs) such as swales, retention/detention basins, and traditional gray infrastructure. However, the City's parks could benefit from the use of Green Infrastructure BMPs to treat stormwater management. Additionally, these BMPs could be better integrated into the overall experience of the park, where appropriate.
- Most of the City's parks are designed to primarily facilitate vehicular access to the park. The City should strive to facilitate the use of alternative modes of transportation wherever possible through the provision of interconnected pedestrian and bicycle access routes, facilities, and amenities to and within the parks. Additionally, and as discussed previously, the City should strive to provide transit stops with signage, wayfinding, up to date transit schedules, and comfortable and sheltered seating areas in at least, the City's larger parks.
- Most of the City's park lack energy efficient improvements such as LED lights, use of renewable energy, the use of sustainable materials, and green practices. As the City begins to implement capital improvements, these improvements should consider energy efficiency and sustainability.

BUILDINGS, ARCHITECTURE

(+) Strengths



- Most of the City's park buildings have clear entry points and connections to surrounding outdoor spaces as well pleasant entry and lobby spaces with an adequate sense of arrival. Notable examples include Burdett Park, Burdett Tennis Center, Creel Park, South Fulton Arts Center, South Fulton Tennis Center, Southwest Arts Center, Southwest Arts Center Theater, and Welcome All Park.
- Most of the City's park building interior layouts are well-organized to facilitate intuitive circulation, safety and security, and use. Notable examples include Southwest Arts Center, Southwest Arts Center Theater, and Welcome All Park.
- Most of the City's park buildings showed no visible evidence of loss of integrity of any structural members. Notable examples include Burdett Park, South Fulton Tennis Center, Southwest Arts Center, Southwest Arts Center Theater, and Welcome All Park.

(-) Opportunities



- While a few of the City's park buildings are visually appealing and contribute to the overall positive appearance of the park and the surround neighborhood, most do not. Examples of park buildings that could use improvements to their overall appearance include Burdett Park, Burdett Tennis Center, Clifftondale Recreation Center, Creel Park, Sandtown Community Center, and South Fulton Arts Center. Many of these park buildings are old and may require complete renovations or reconstruction.
- Most of the City's park buildings contain interior finishes, furnishings, and equipment that are aging and in need of replacement. The only park buildings that were evaluated to, for the most part, have good and adequate interior finishes, furnishings, and equipment were the South Fulton Tennis Center and Burdett Center respectively. The rest of the park buildings were determined to need improvements, especially the South Fulton Arts Center.
- Most of the City's park building enclosures are aging and in need of improvements. Examples include the South Fulton Arts Center and the Southwest Arts Center Theater where breaches and water leakage were readily apparent.
- Most of the City's park buildings contain systems that are aging and in need of repair. Additionally, most of these systems are not energy efficient. Overtime, the City should look to replace and upgrade building's system to have energy efficient elements and use sustainable materials.

Ideas on how to build on and improve these characteristics will be addressed in the Visioning phase of the project.

Marketing, Volunteers, and Partnerships

Current Recreation Marketing and Communications

The Department currently communicates with residents through printed and online program guides, the Department's website, flyers/brochures, email blast, public service announcements, road sign marquees, online newsletters, in-facility signage, and Facebook. There is a potential opportunity to better engage residents through a variety of social media channels that aren't currently utilized, such as Twitter and YouTube.

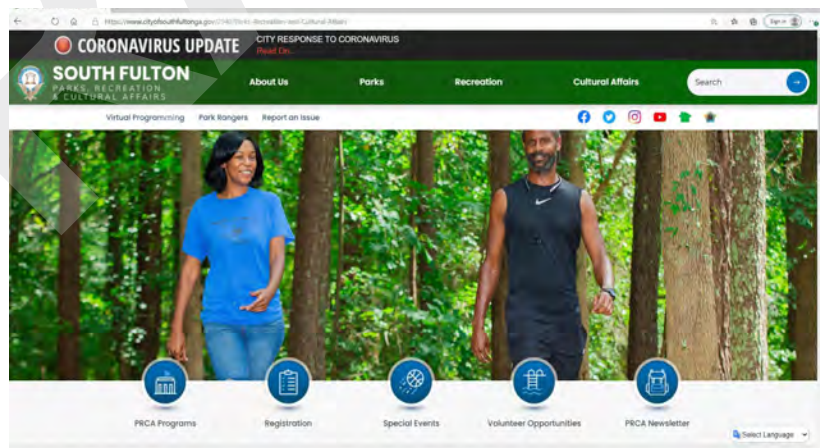


Effective communication strategies require striking an appropriate balance between the content and the volume of messaging while utilizing the "right" methods of delivery. The Department has a broad distribution of delivery methods for promoting programs. It is imperative to continue updating the Marketing Plan annually to provide information for community needs, demographics, and recreation trends.

An effective marketing plan must build upon and integrate with supporting plans and directly coordinate with organizational priorities. The plan should also provide specific guidance as to how the Department's identity and brand is to be consistently portrayed across the multiple mediums used for communication.

Website

The Department's homepage has a modern layout (refreshed in October 2020) that has a scrolling banner directing the user to important information about the department and its offerings. The backdrop of the webpage is visually appealing with a large, colorful image that highlights its strong program participation and partnership with the Atlanta Hawks; however, upon advancing from the main landing page, the imagery in the backdrop disappears. There are also quick links along the left-hand side of the page for various social media accounts of the City, notifications, and payment screens.

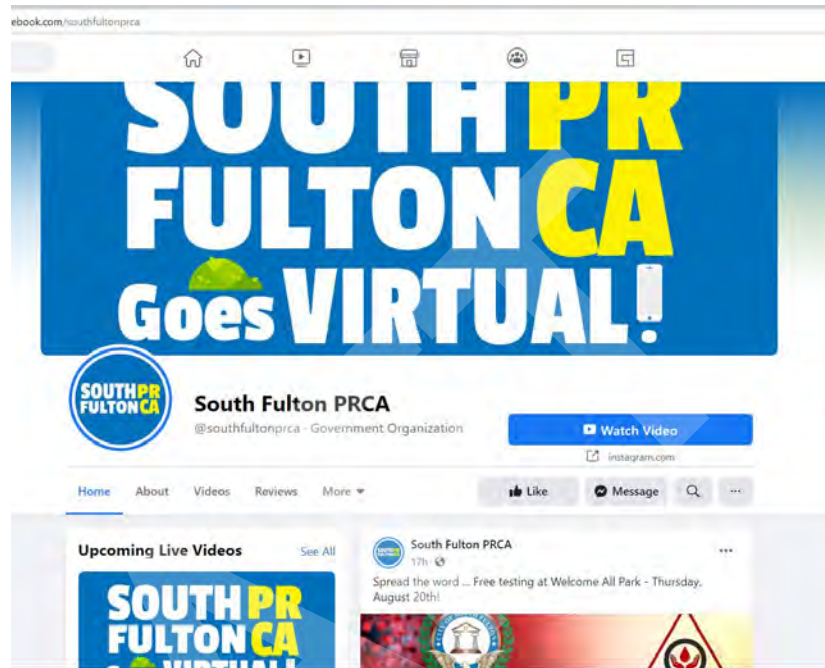


The main page for the Department has some icons to direct visitors to various program offerings, but the transparent backgrounds of the icons blend into the background photo and are barely visible. Furthermore, these icons only highlight limited offerings that include very specific programs, such as After School and Basketball. Moving forward, the Department should ensure these icons are more prominently displayed and include a better representation of the entire program mix. Similarly, the drop-down menu at the top of the page for Programs should also reflect the newly defined Core Program Areas. The Department's website is limited in its design and functionality due to the fact it operates under the guise of the City's larger website.

Social Media

The Department uses Web 2.0 technology with its own Facebook page, as well as the City's Twitter, Instagram, and YouTube pages. The Department's Facebook page currently has 291 followers, while the City's page has more than 2,200 followers. The key to successful implementation of a social network is to move the participants from awareness to action and creating greater user engagement. This could be done by:

- Allowing controlled 'user generated content' by encouraging users to send in their pictures from the Department's special events or programs
- Introducing Facebook-only promotions to drive greater visitation to Facebook
- Leverage the website to obtain customer feedback for programs, parks and facilities and customer service
- Expand opportunities for Crowdsourcing information on an ongoing basis. Crowdsourcing is use for a call out of all types of resources such as man power, volunteers, and equipment to help accomplish your set goal
 - » Some existing resources include **mindmixer.com** and **peakdemocracy.com** which can be evaluated if the Department has the resources and can utilize it on an on-going basis.
 - » Crowdsourcing options could include printing program guides or developing marketing material
- Provide opportunities for Donations or Crowdfunding through the website. Crowdfunding is a monetary call out to complete a project or meet a goal.
 - » **kickstarter.org / indiegogo.com / razoo.com** these sites help bring small amounts of money together to create needed capital
- Maximize the website's revenue generating capabilities
- Conduct annual website strategy workshop with the staff to identify ways and means that the website can support the Department's Social Media Trends

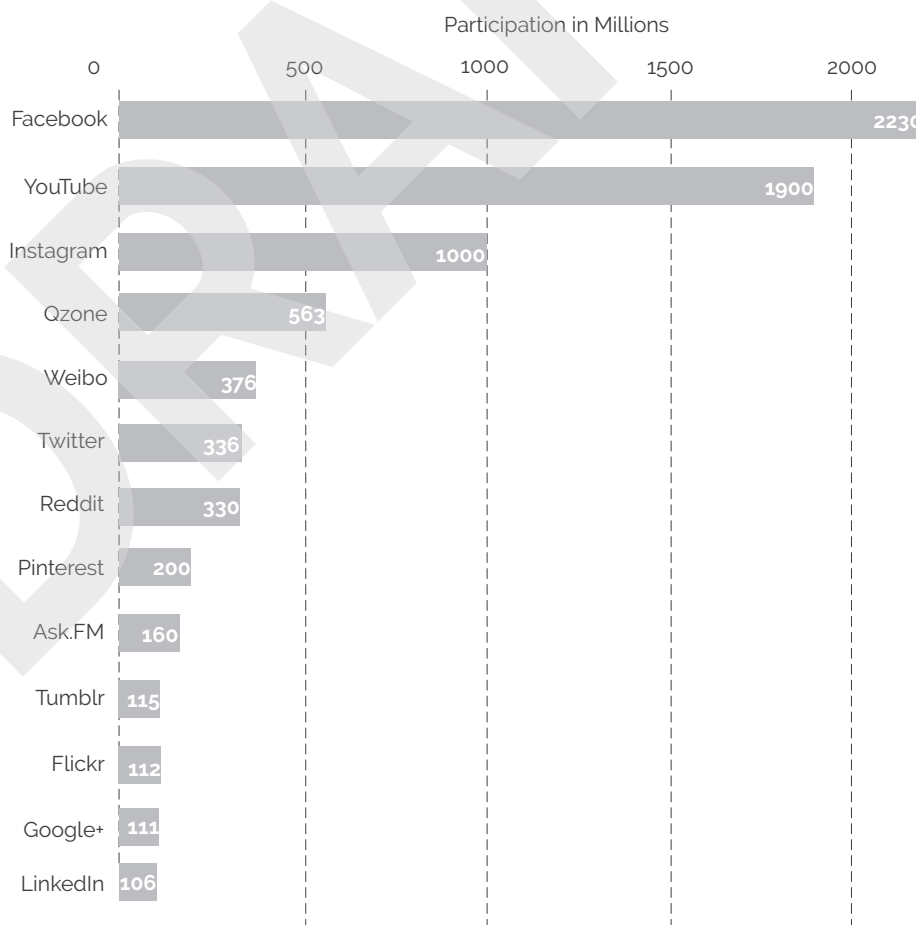


Social Media Users

Over the last decade, social media has become one of the Country's fastest growing trends. With only ten percent of the country using social media in 2008; today, an estimated seventy-nine percent of the U.S. population is currently using some form of social media. With such a large percentage of the population using these online media platforms in their daily lives, it becomes essential for the Department to take advantage of these marketing opportunities. Social media can be a useful and affordable tool to reach current and potentially new system users. Such platforms as Facebook, YouTube, Instagram, Pinterest, Twitter, or LinkedIn are extremely popular with not only today's youth but also young and middle-aged adults.

Social Media Platforms

This chart (below) depicts the most frequently used social media sites throughout the world. As of August 2019, Facebook stands out as the most heavily trafficked social media platform, with an estimated 2.2 billion visitors per month. YouTube is second with 1.9 billion visitors per month.



Marketing and Communications Recommendations

- Ensure the marketing plan includes the components and strategies identified in this section.
- Establish priority segments to target in terms of new program/service development and communication tactics.
- Establish and review regularly performance measures for marketing; performance measures can be tracked through increased use of customer surveys as well as some web-based metrics.
- Leverage relationships with partners to enhance marketing efforts through cross-promotion that include defined measurable outcomes.
- Evaluate and consider redesign of the webpage to enhance visual appeal, better connect with users, and align program offerings with the Core Program Areas established in this plan.
- Energize the Department's social media presence by establishing dedicated pages (i.e. not the City's) across a variety of platforms and maintain a consistent stream of relevant content.

Volunteer and Partnership Management

Today's realities require most public recreation and parks agencies to seek productive and meaningful partnerships with both community organizations and individuals to deliver quality and seamless services to their residents. These relationships should be mutually beneficial to each party to better meet overall community needs and expand the positive impact of the agency's mission. Effective partnerships and meaningful volunteerism are key strategy areas for the Department to meet the needs of the community in the years to come.

Current Volunteer Management

When managed with respect and used strategically, volunteers can serve as the primary advocates for the Department and its offerings. Currently, the Department does not have a well-established volunteer program. The Department does not currently track the number of individual volunteers and the number of volunteer hours donated on an annual basis.

By implementing systems to track volunteer hours, the Department can demonstrate in budget discussions how it is able to leverage limited resources. Additionally, the



Department does not have a formal volunteer policy in place to help regulate volunteers; however, there is a page on the website that provides contact info for getting involved as a volunteer. Moving forward, it is highly recommended that the Department develops a formal volunteer policy and begin tracking total bodies and hours from volunteers.

Current Volunteer Management

Some best practices that the Department should be aware of with regards to a volunteer policy include:

- Involve volunteers in cross-training to expose them to various organizational functions and increase their skill. This can also increase their utility, allowing for more flexibility in making work assignments, and can increase their appreciation and understanding of the Department.
- Ensure a Volunteer Coordinator (a designated program staff member with volunteer management responsibility) and associated staff stay fully informed about the strategic direction of the agency overall, including strategic initiatives for all divisions. Periodically identify, evaluate, or revise specific tactics the volunteer services program should undertake to support the larger organizational mission.
- A key part of maintaining the desirability of volunteerism in the agency is developing a good reward and recognition system. The consultant team recommends using tactics similar to those found in frequent flier programs, wherein volunteers can use their volunteer hours to obtain early registration at programs, or discounted pricing at certain programs, rentals or events, or any other Department function. Identify and summarize volunteer recognition policies in a Volunteer Policy document.
- Regularly update volunteer position descriptions. Include an overview of the volunteer position lifecycle in the Volunteer Manual, including the procedure for creating a new position.
- Add end-of-lifecycle process steps to the Volunteer Manual to ensure that there is formal documentation of resignation or termination of volunteers. Also include ways to monitor and track reasons for resignation/termination and perform exit interviews with outgoing volunteers when able.

In addition to number of volunteers and volunteer hours, categorization and tracking volunteerism by type and extent of work, is important:

- **Regular volunteers:** Those volunteers whose work is considered to be continuous, provided their work performance is satisfactory and there is a continuing need for their services.
- **Special event volunteers:** Volunteers who help out with a particular event with no expectation that they will return after the event is complete.
- **Episodic volunteers:** Volunteers who help out with a particular project type on a recurring or irregular basis with no expectation that they will return for other duties.
- **Volunteer interns:** Volunteers who have committed to work for the agency to fulfill a specific higher-level educational learning requirement.
- **Community service volunteers:** Volunteers who are volunteering over a specified period of time to fulfill a community service requirement.

The Department should continue to encourage employees to volunteer themselves in the community. Exposure of staff to the community in different roles (including those not related to parks and recreation) will raise awareness of the agency and its volunteer program. It also helps staff understand the role and expectations of a volunteer if they can experience it for themselves.

Recreation Program Partnerships

The Department currently works with several different types of partners throughout the community, such as the Atlanta Hawks, the Atlanta Community Foodbank, and the True Colors Theater Company. These partnerships support the Department through sponsorships of community events and programs. As with tracking of volunteer hours, tracking partnerships helps show leadership how well staff are able to leverage resources. In many instances, partnerships are inequitable to the public agency and do not produce reasonable shared benefits between parties. This is not to suggest that the Department's existing partnerships are not equitable; rather, in general many park and recreation agencies' partnerships tend to be inequitable.

The following recommended policies will promote fairness and equity within the existing and future partnerships while helping staff to manage against potential internal and external conflicts. Certain partnership principles must be adopted by the Department for existing and future partnerships to work effectively. These partnership principles are as follows:

- All partnerships require a working agreement with measurable outcomes and will be evaluated on a regular basis. This should include reports to the agency on the performance and outcomes of the partnership including an annual review to determine renewal potential.
- All partnerships should track costs associated with the partnership investment to demonstrate the shared level of equity.
- All partnerships should maintain a culture that focuses on collaborative planning on a regular basis, regular communications, and annual reporting on performance and outcomes to determine renewal potential and opportunities to strengthen the partnership.

Additional partnerships can be pursued and developed with other public entities such as neighboring towns/cities, colleges, state or federal agencies, nonprofit organizations, as well as with private businesses and organizations. There are recommended standard policies and practices that will apply to any partnership, and those that are unique to relationships with private, for-profit entities.

Policy Best Practice for All Partnerships

All partnerships developed and maintained by the Department should adhere to common policy requirements. These include:

- Each partner will meet with or report to the Department staff on a regular basis to plan and share activity-based costs and equity invested.
- Partners will establish measurable outcomes and work through key issues to focus on for the coming year to meet the desired outcomes.
- Each partner will focus on meeting a balance of equity agreed to and track investment costs accordingly.
- Measurable outcomes will be reviewed quarterly and shared with each partner, with adjustments made as needed.
- A working partnership agreement will be developed and monitored together on a quarterly or as-needed basis.
- Each partner will assign a liaison to serve each partnership agency for communication and planning purposes.

Policy Recommendations for Public/Private Partnerships

The recommended policies and practices for public/private partnerships that may include businesses, private groups, private associations, or individuals who desire to make a profit from use of the Department's facilities or programs are detailed below. These can also apply to partnerships where a private party wishes to develop a facility on park property, to provide a service on publicly-owned property, or who has a contract with the agency to provide a task or service on the agency's behalf at public facilities. These unique partnership principles are as follows:

- Upon entering into an agreement with a private business, group, association or individual, the Department staff and political leadership must recognize that they must allow the private entity to meet their financial objectives within reasonable parameters that protect the mission, goals and integrity of the Department.
- As an outcome of the partnership, the Department must receive a designated fee that may include a percentage of gross revenue dollars less sales tax on a regular basis, as outlined in the contract agreement.
- The working agreement of the partnership must establish a set of measurable outcomes to be achieved, as well as the tracking method of how those outcomes will be monitored by the agency. The outcomes will include standards of quality, financial reports, customer satisfaction, payments to the agency, and overall coordination with the Department for the services rendered.
- Depending on the level of investment made by the private contractor, the partnership agreement can be limited to months, a year or multiple years.
- If applicable, the private contractor will provide a working management plan annually that they will follow to ensure the outcomes desired by the Department. The management plan can and will be negotiated, if necessary. Monitoring of the management plan will be the responsibility of both partners. The agency must allow the contractor to operate freely in their best interest, as long as the outcomes are achieved and the terms of the partnership agreement are adhered to.
- The private contractor cannot lobby agency advisory or governing boards for renewal of a contract. Any such action will be cause for termination. All negotiations must be with the Department Director or their designee.
- The agency has the right to advertise for private contracted partnership services or negotiate on an individual basis with a bid process based on the professional level of the service to be provided.
- If conflicts arise between both partners, the highest-ranking officers from both sides will try to resolve the issue before going to each partner's legal counsels. If none can be achieved, the partnership shall be dissolved.

Partnership Opportunities

The following recommendations are both an overview of existing partnership opportunities available to the Department, as well as a suggested approach to organizing partnership pursuits. This is not an exhaustive list of all potential partnerships that can be developed, but this list can be used as a reference tool for the agency to develop its own priorities in partnership development. The following five areas of focus are recommended:

1. **Operational Partners:** Other entities and organizations that can support the efforts of the Department to maintain facilities and assets, promote amenities and park usage, support site needs, provide programs and events, and/or maintain the integrity of natural/cultural resources through in-kind labor, equipment, or materials.
2. **Vendor Partners:** Service providers and/or contractors that can gain brand association and notoriety as a preferred vendor or supporter of the Department or Department in exchange for reduced rates, services, or some other agreed upon benefit.
3. **Service Partners:** Nonprofit organizations and/or friends' groups that support the efforts of the agency to provide programs and events, and/or serve specific constituents in the community collaboratively.
4. **Co-Branding Partners:** Private, for-profit organizations that can gain brand association and notoriety as a supporter of the Department in exchange for sponsorship or co-branded programs, events, marketing and promotional campaigns, and/or advertising opportunities.
5. **Resource Development Partners:** A private, nonprofit organization with the primary purpose to leverage private sector resources, grants, other public funding opportunities, and resources from individuals and groups within the community to support the goals and objectives of the agency on mutually agreed strategic initiatives.

Volunteer and Partnership Recommendations

The planning team recommends the following regarding volunteers and partnerships:

Establish Formal Volunteer and Partnership Policies and Agreements

Following the best practices listed in the previous section, the Department should develop a formal volunteer policy, while also continuing to monitor and update the established partnership policies. It is also recommended to review each existing partnership agreement to ensure that the relationship is equitable, fair, and produces measurable results. Additionally, begin tracking volunteer metrics which include individual volunteers used annually and volunteer hours donated annually. Lastly, ensure background checks are completed for all volunteers working with all programs.



NEEDS + PRIORITIES

2.1

OVERVIEW OF THE NEEDS ASSESSMENT PROCESS

The purpose of a Needs and Priorities Assessment is to determine the gaps between existing and desired conditions. Each city or county must determine the appropriate needs assessment techniques and level-of-service standards LOS required to identify and meet the specific needs of its residents.

Communities typically use a "triangulated" approach to identifying needs, including various types of quantitative and qualitative techniques to determine top priorities from different perspectives.

Quantitative techniques used for the City of South Fulton Needs Assessment included:

1. A statistically valid survey;
2. An on-line survey;
3. An existing level-of-service analysis; and
4. Benchmarking.

Qualitative techniques included:

1. Community events;
2. Online virtual feedback sessions
3. One-on-one interviews, and focus group meetings;

The project was promoted via various on-line and social media outlets. Collectively, over 1,300 participated in the process.

Findings from each of the needs assessment techniques, as well as a summary of top priority needs are discussed in this chapter.



Social Media Project Promotion + Participation

1,300+
Participants

2.2 FINDINGS

2.2.1 Statistically- representative survey

A statistically-representative survey is the most reliable and credible of the needs assessment techniques, as it involves a large, randomly-selected sample of residents. PP+D's sub-consultant ETC Institute mailed a survey packet to a random sample of households in the City of South Fulton. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it on-line at www.SouthFultonSurvey.org.

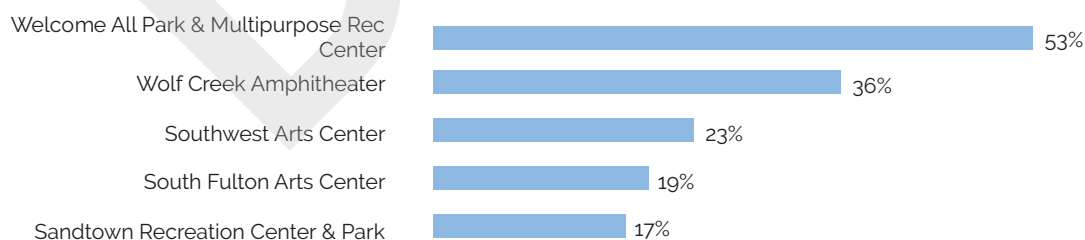
Ten days after the surveys were mailed, ETC Institute sent emails and placed phone calls to the households that received the survey to encourage participation. The emails contained a link to the on-line version of the survey to make it easy for residents to complete the survey. To prevent people who were not residents of the City of South Fulton from participating, everyone who completed the survey on-line was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered on-line with the addresses that were originally selected for the random sample. If the address from a survey completed on-line did not match one of the addresses selected for the sample, the on-line survey was not counted.

The goal was to obtain completed surveys from at least 400 residents. The goal was exceeded with a total of 424 residents completing the survey. The overall results for the sample of 424 households have a precision of at least ± 4.8 percent at the 95 percent level of confidence. Following are key findings from the survey.

Facility Use and Ratings

Respondents were asked to indicate which of the nineteen major recreation parks/facilities operated by the City of South Fulton that they have used during the past 12 months.

Figure 2.1
Facility Use



"Excellent" and "Good" conditions ratings

Figure 2.2
Facilities with High Ratings



Barriers to Parks, Trails, and Facilities Use

Respondents were asked to indicate the primary reasons they do not use City parks, greenway trails, and recreation facilities more often.

Figure 2.3

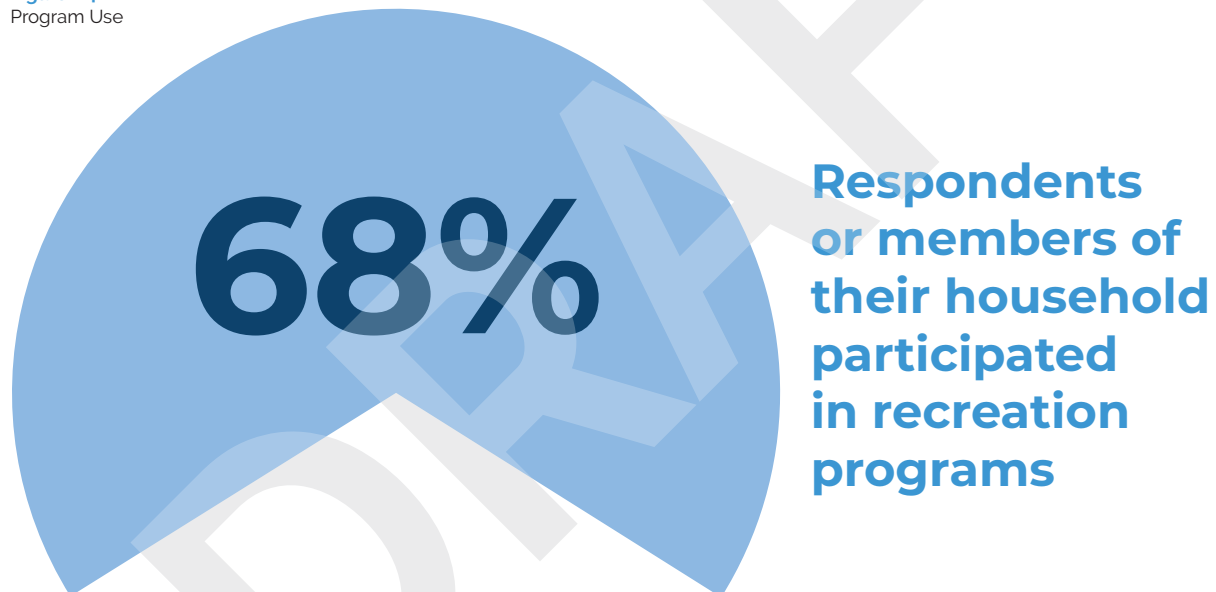
Barriers to Facilities Use



Program Use and Ratings

Figure 2.4

Program Use



Reasons for using local parks and recreation programs

Figure 2.5

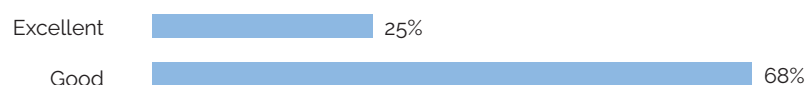
Reasons for Use



Quality of recreation programs

Figure 2.6

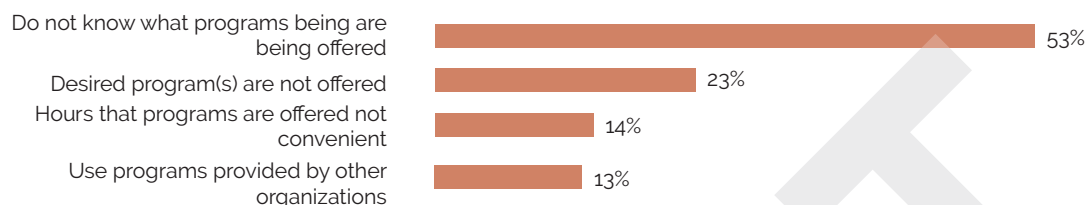
High Recreation Program Ratings



Barriers to Program Use

Respondents were asked to indicate the primary reasons they do not use City programs more often.

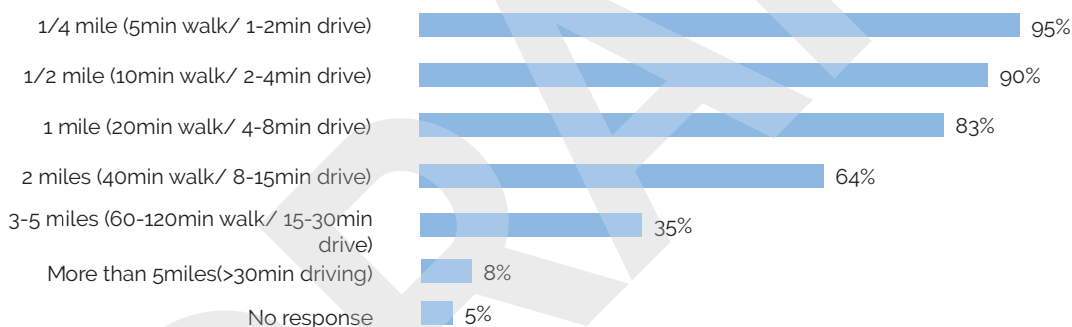
Figure 2.7
Barriers



Willingness to Travel to City parks and Recreation Facilities and Programs

Respondents were asked to indicate the maximum* amount of time they would be willing to travel to use City Parks and Recreation facilities, programs, and activities that are most important to them and their household. **Responses compiled to show cumulative results.*

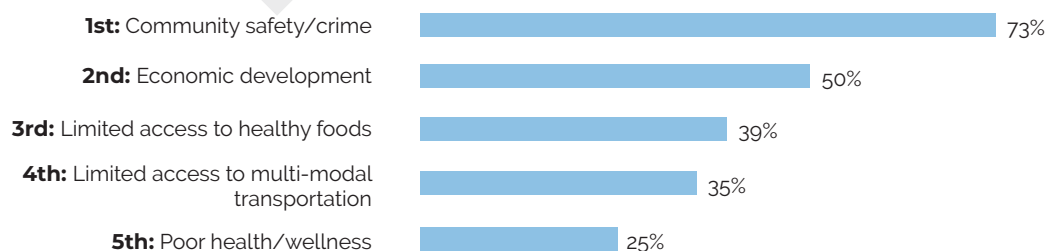
Figure 2.8
Willingness to Travel



Community Challenges

Respondents were asked to indicate the top 5 social, economic, and environmental challenges facing their community that are important to their household.

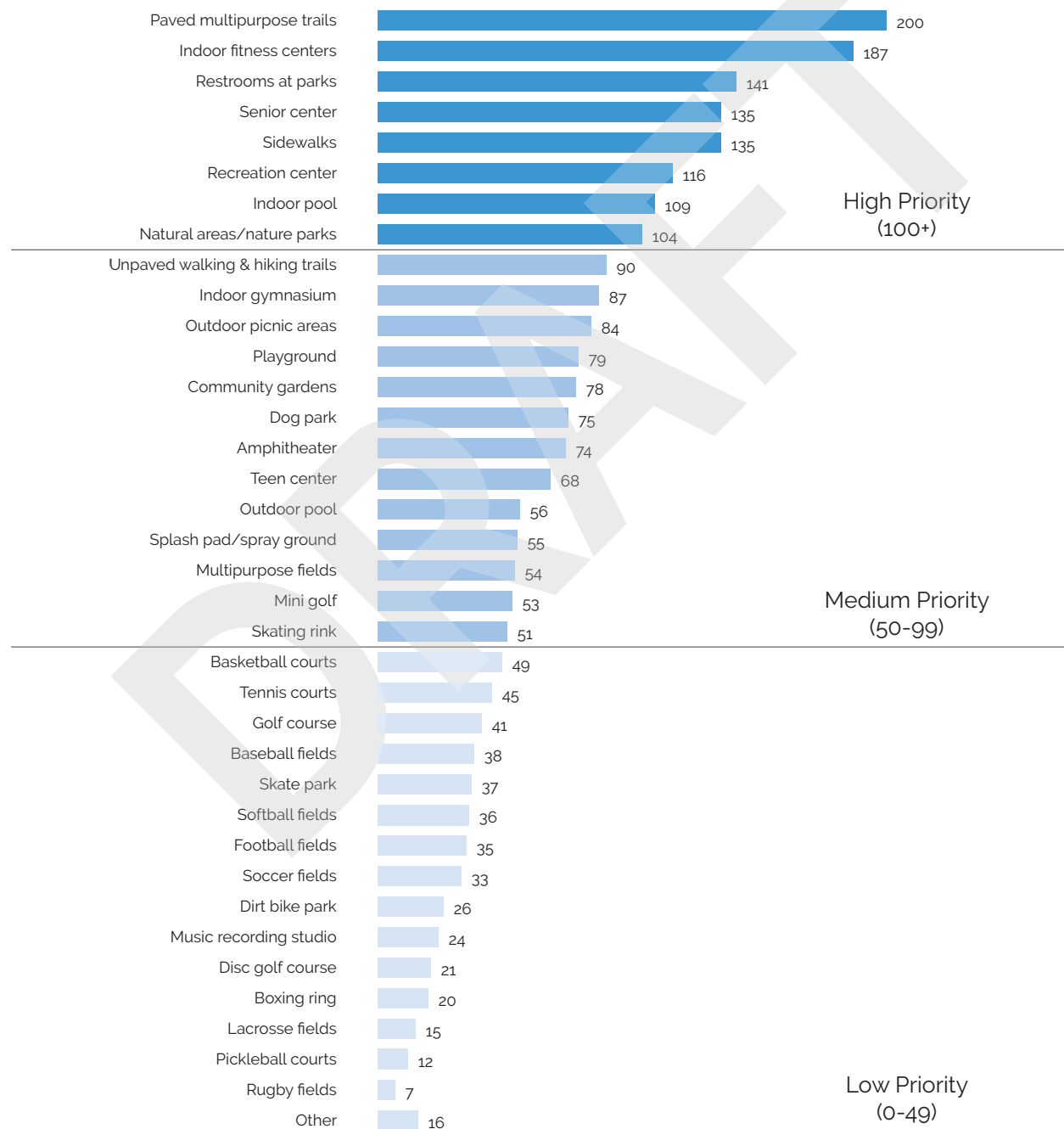
Figure 2.9
Top 5 Community Challenges



Priorities for Amenity Investments

The **Priority Investment Rating (PIR)** was developed by ETC Institute to provide organizations with an objective tool for evaluating the priority that should be placed on Parks and Recreation investments. The Priority Investment Rating (PIR) equally weighs (1) the importance that residents place on amenity/program and (2) how many residents have unmet needs for the amenity/program.

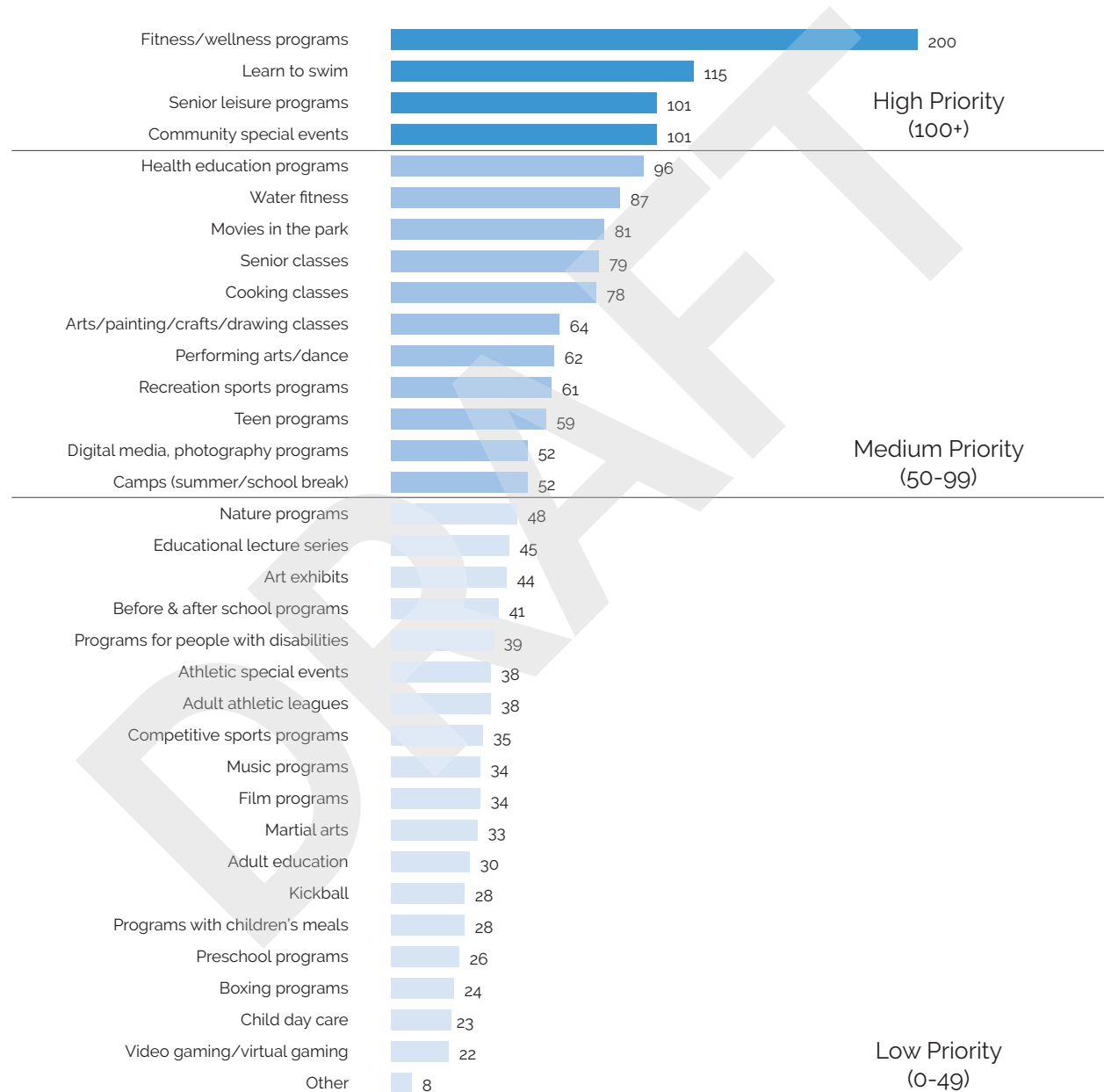
Figure 2.9
Facilities PIR



Priorities for Activity/Program Investments

Based on the priority investment rating (PIR), which was described briefly on the previous page, these 33 activities/programs were rated.

Figure 2.10
Programs PIR



Preferred Day of Week and Time of Day to Participate in Recreation Programs

Respondents were asked which days of the week that specific age groups would most prefer to use recreation programs offered by the City.

Figure 2.11
Preferred Day and Time

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Morning	Afternoon	Evening	Anytime
Child (under age 6)	33%					30%	48%		26%	29%	
Youth (ages 6-12)	27%					30%	47%		24%	28%	
Teen (ages 13-17)	27%			27%		30%	46%		24%	31%	
Adult (ages 18-59)	40%					40%	50%			38%	29%
Older Adult (ages 60+)			49%	50%	49%		48%	48%	36%		
Family	46%					33%	61%			29%	32%

Top 3 age groups for each day/ each time

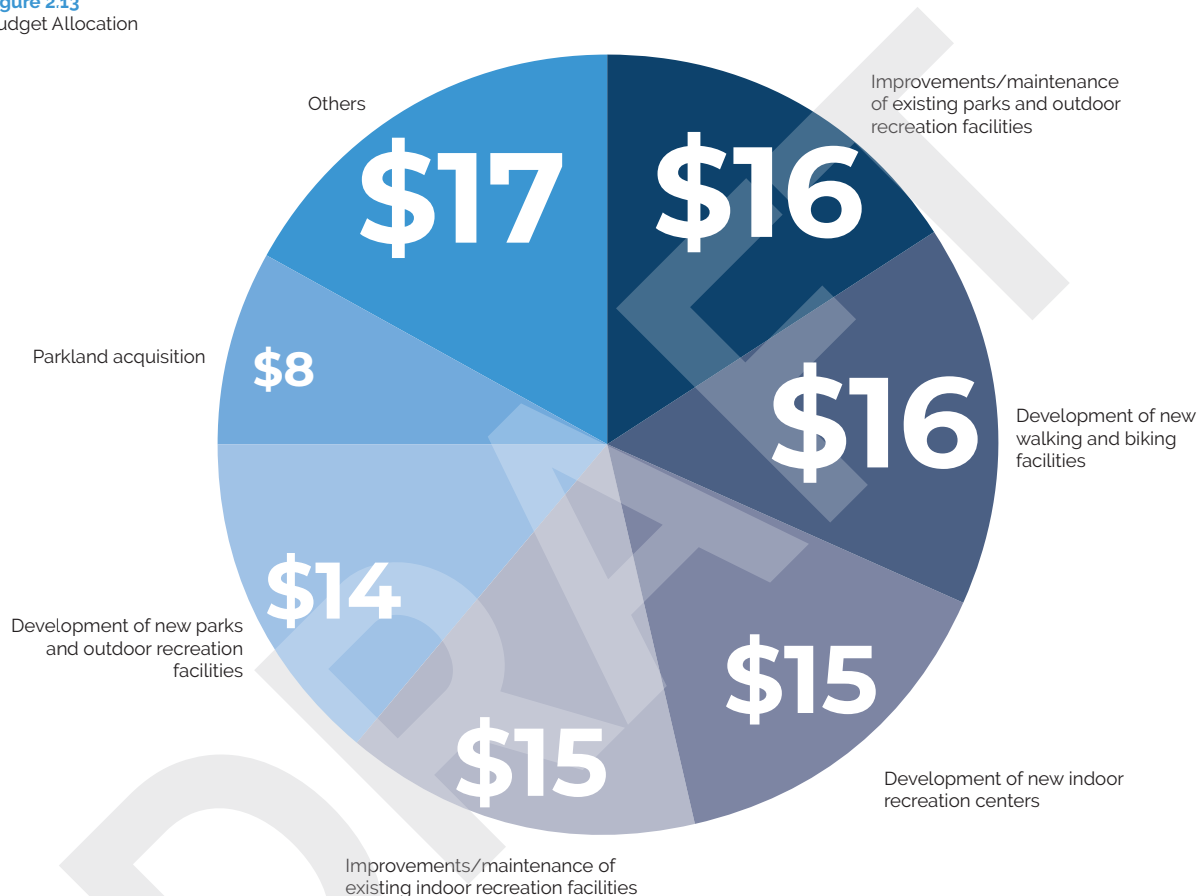
Figure 2.12
Top 3 Groups Per Time

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Morning	Afternoon	Evening	Anytime
Child (under age 6)	33%	25%	29%	27%	28%		48%	22%		29%	
Youth (ages 6-12)											
Teen (ages 13-17)				27%						31%	
Adult (ages 18-59)	40%	35%	37%	36%	35%	40%	60%	22%	27%	38%	29%
Older Adult (ages 60+)		47%	49%	50%	48%	42%	48%	48%	36%		23%
Family	46%					33%	61%	18%	28%	29%	32%

Allocation of Funds

Respondents were asked if, hypothetically, they had a budget of \$100 for services provided by the City Department of Parks, Recreation and Cultural Affairs, how they would allocate such funds among various categories of funding. Respondents would choose to allocate their budget as follows:

Figure 2.13
Budget Allocation



Source of Funds

Respondents were asked which funding sources they would support using to fund the types of parks, trails, recreation, sports facilities, and programs that are most important to their household.

Figure 2.14
Top 5 Source of Funding

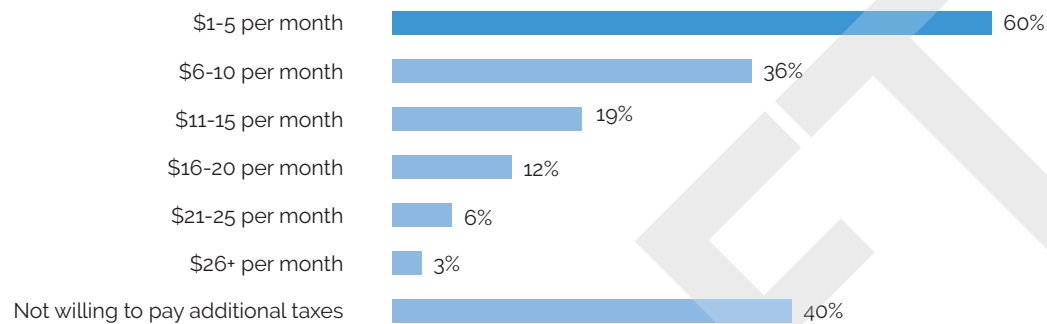


Willingness to Pay Taxes

Respondents were asked how much more of an increase in additional taxes they would be willing to pay to fund the parks, trails, recreation, sports facilities, and programs that are important to them and their household.

Figure 2.15

Amount of Additional Taxes for Parks



Level of Support

Respondents were asked to express their support for various actions that the City could take to improve the Parks, Recreation, and Cultural Affairs system. The results reflect the sum of "very supportive" and "somewhat supportive," among residents who had an opinion.

Figure 2.16

Level of Support for Improvements

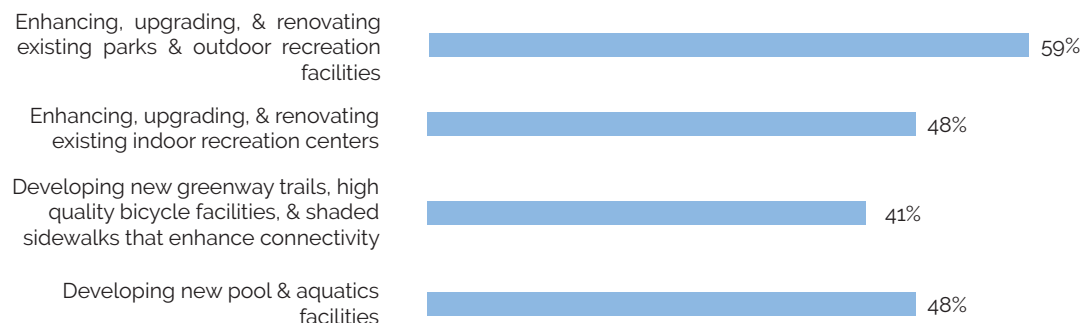


Level of Importance

The various actions that respondents indicated were most important to their household, based on the sum of respondents' top four choices, were:

Figure 2.17

Most Important Actions



Conclusions

To ensure that the City of South Fulton Department of Parks, Recreation and Cultural Affairs continues to meet the needs and expectations of the community, ETC Institute recommends that the Parks and Recreation Department sustain and/or improve the performance in areas that were identified as "high priorities" by the Priority Investment Rating (PIR). The activities/programs and amenities with the highest PIR ratings are listed below.

Facility Priorities

- Paved multipurpose trails (PIR=200)
- Indoor fitness centers (PIR=187)
- Restrooms at parks (PIR=141)
- Senior center (PIR=135)
- Sidewalks (PIR=135)
- Recreation center (PIR=116)
- Indoor pool (PIR=109)
- Natural areas/nature parks (PIR=104)

Activity/Program Priorities

- Fitness/wellness programs (PIR=200)
- Learn to swim (PIR=115)
- Senior leisure programs (PIR=101)
- Community special events (PIR=101)

2.2.2 On-line Survey

The City hosted an on-line, 24-question survey from February 2020 through July 2020. A total of 797 people participated in the survey. The survey was based on the statistically-valid survey, to support those results, but had some modifications to accommodate the on-line format.

Facility Use and Rating

Respondents were asked to indicate which of the following recreation parks/facilities operated by the City of South Fulton they have used during the past 12 months.

Figure 2.18
Facility Use



"Excellent" and "Good" conditions ratings

Figure 2.19
Facilities with High Ratings



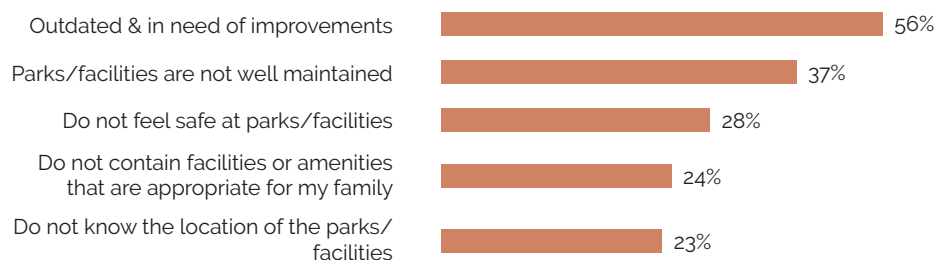
Top 3 Parks visited most often

Figure 2.20
Most Visited Parks



Barriers to Parks, Trails, and Facilities Use

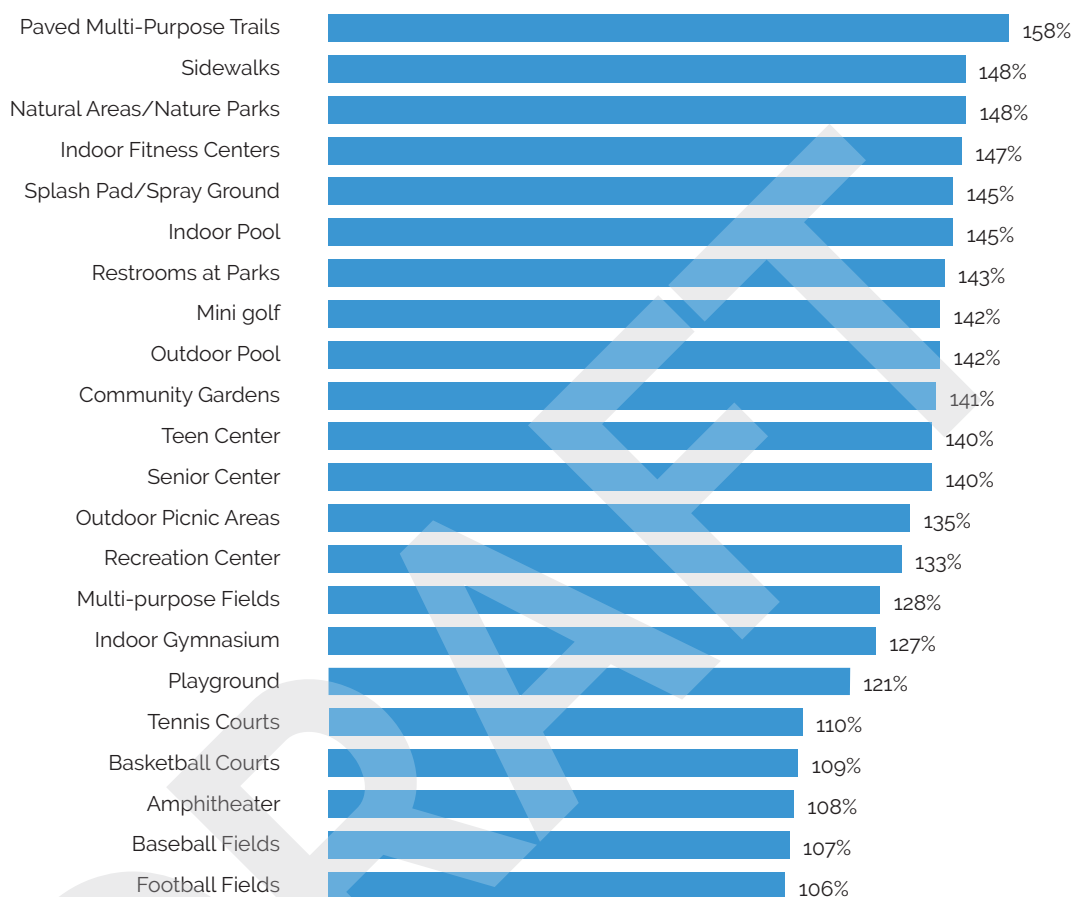
Figure 2.21
Barriers to Facilities Use



Facilities not adequately provided

Figure 2.22

Facilities Not Adequately Provided



Facility/Amenity Preferences

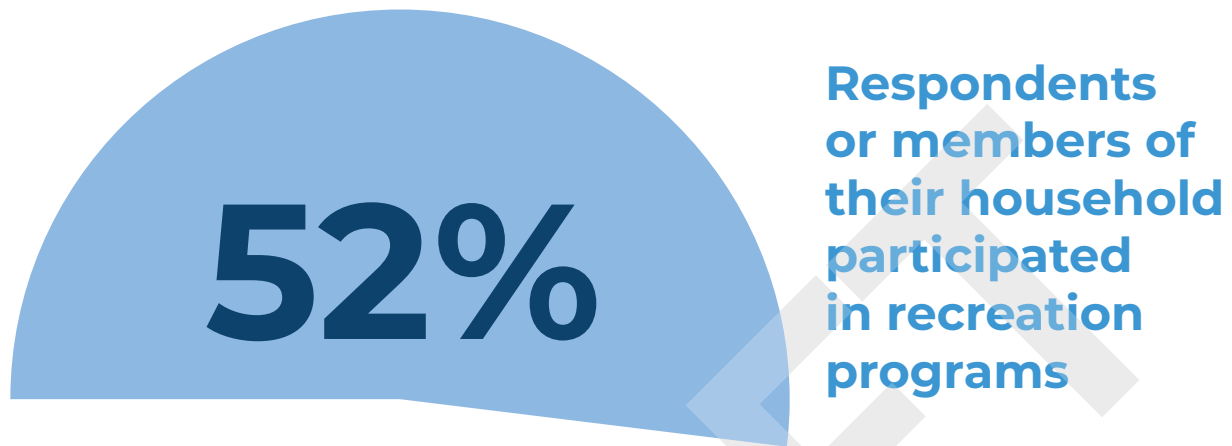
Figure 2.23

Facility Preference Matrix

	1st Choice	2nd Choice	3rd Choice	4th Choice
1st Amenity	Paved Multi-Purpose Trails	Paved Multi-Purpose Trails	Recreation Center	Paved Multi-Purpose Trails
2nd Amenity	Sidewalks/Indoor Pool	Recreation Center	Indoor Fitness Centers	Restrooms at Parks
3rd Amenity	Indoor Fitness Centers	Indoor Fitness Centers	Paved Multi-Purpose Trails	Indoor Fitness Centers
4th Amenity	Recreation Center	Restrooms at Parks	Sidewalks	Recreation Center

Program Use and Rating

Figure 2.24
Program Use



Reasons for using local parks and recreation programs

Figure 2.25
Top 5 Reasons for Parks Use



Quality of recreation programs

Figure 2.26
High Recreation Program Ratings



Barriers to Program Use

Figure 2.27
Top 5 Barriers



Awareness of Parks Programs, Activities, and Events

Respondents were asked to indicate how they learned about the programs, activities, and special events offered.

Figure 2.28

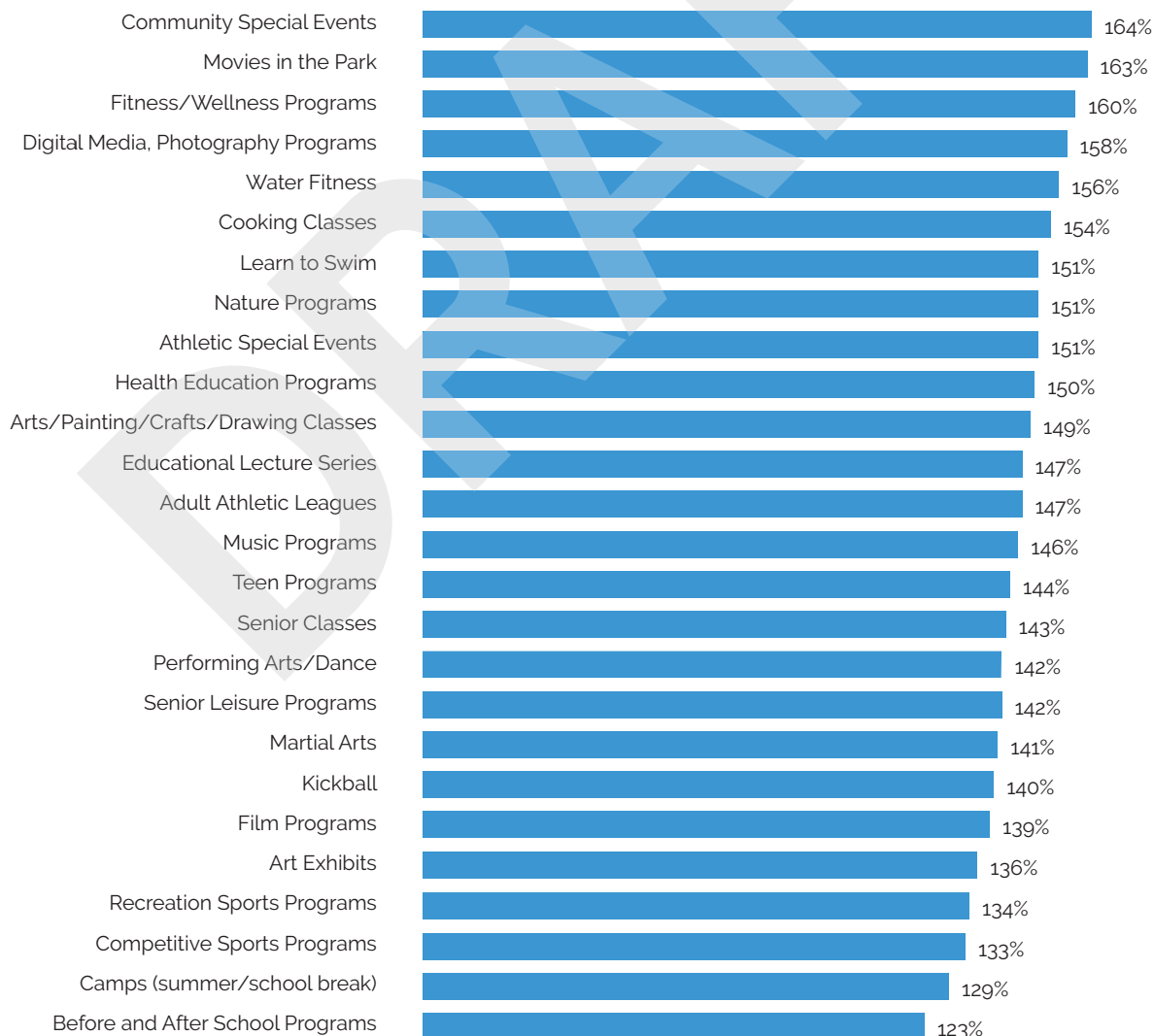
Top Sources of Awareness



Programs not adequately provided

Figure 2.29

Programs not adequately provided



Program/Activity Preferences

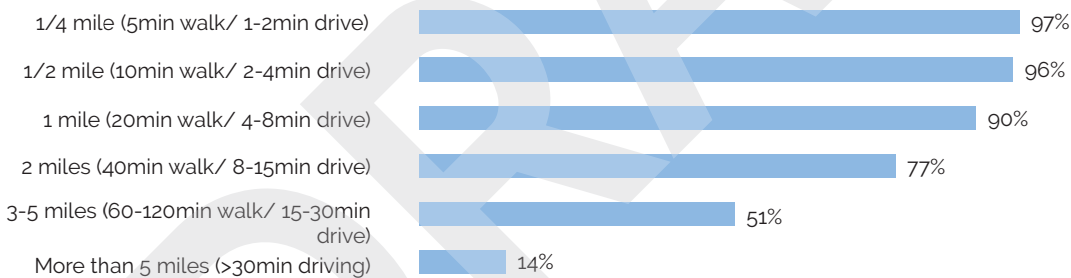
Figure 2.30
Programs Preference Matrix

	1st Choice	2nd Choice	3rd Choice	4th Choice
1st Amenity	Fitness/Wellness Programs	Fitness/Wellness Programs	Community Special Events	Community Special Events
2nd Amenity	Learn to Swim	Learn to Swim	Learn to Swim	Fitness/Wellness Programs
3rd Amenity	Recreation Sports Programs	Recreation Sports Programs	Fitness/Wellness Programs	Senior Leisure Programs
4th Amenity	Competitive Sports Programs	Competitive Sports Programs	Performing Arts/Dance + Recreation Sports Programs	Water Fitness

Willingness to Travel to City parks and Recreation Facilities and Programs

Respondents were asked to indicate the maximum* amount of time they would be willing to travel to use City Parks and Recreation facilities, programs, and activities that are most important to them and their household. **Responses compiled to show cumulative results.*

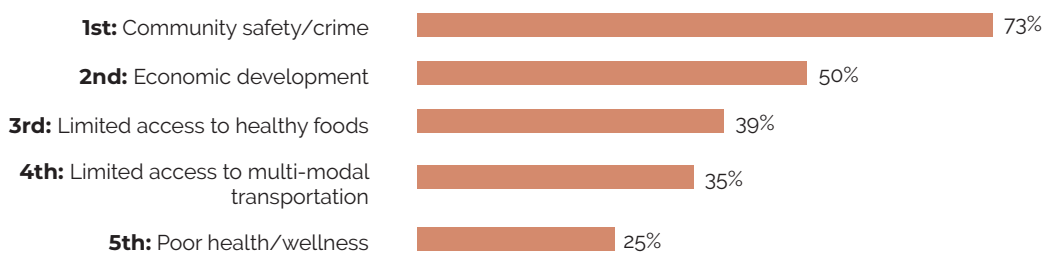
Figure 2.31
Willingness to Travel



Community Challenges

Respondents were asked to indicate the top 5 social, economic, and environmental challenges facing their community that are important to their household.

Figure 2.32
Top 5 Community Challenges



Preferred Day of Week and Time of Day to Participate in Recreation Programs

Figure 2.33

Preferred Day and Time

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Morning	Afternoon	Evening	Anytime
Child (under age 6)	45%					47%	81%		38%	36%	
Youth (ages 6-12)					59%	62%	83%		43%	54%	
Teen (ages 13-17)					56%	61%	84%		35%	58%	
Adult (ages 18-59)	56%				56%	63%	81%			50%	40%
Older Adult (ages 60+)			67%	67%	65%			51%			37%
Family	63%					52%	89%			38%	52%

Top 3 Age Groups for Each Day & Time

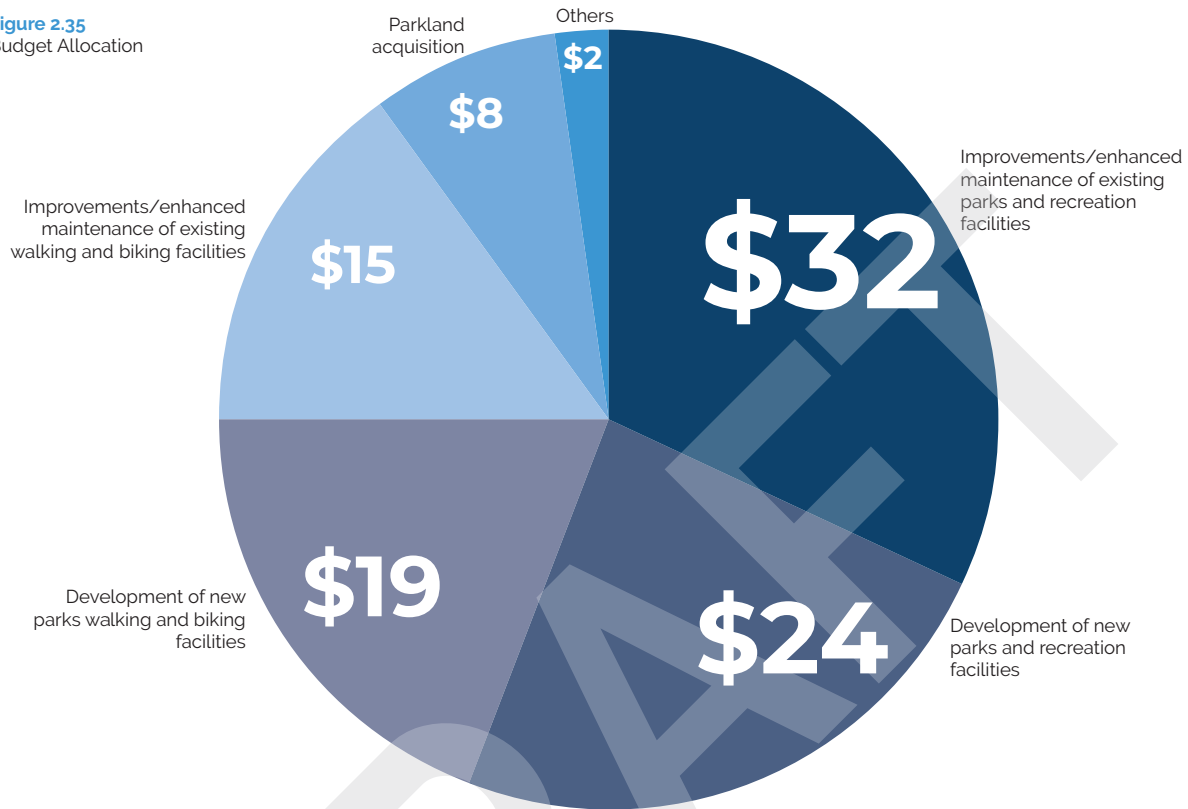
Figure 2.34

Top 3 Groups Per Time

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Morning	Afternoon	Evening	Anytime
Child (under age 6)								33%	38%		
Youth (ages 6-12)		52%	54%	57%	59%	62%	83%		43%	54%	
Teen (ages 13-17)	49%						84%		35%	58%	
Adult (ages 18-59)	56%	52%	52%	55%	56%	63%		26%		50%	40%
Older Adult (ages 60+)		63%	67%	67%	65%	63%		51%			37%
Family	63%						89%				52%

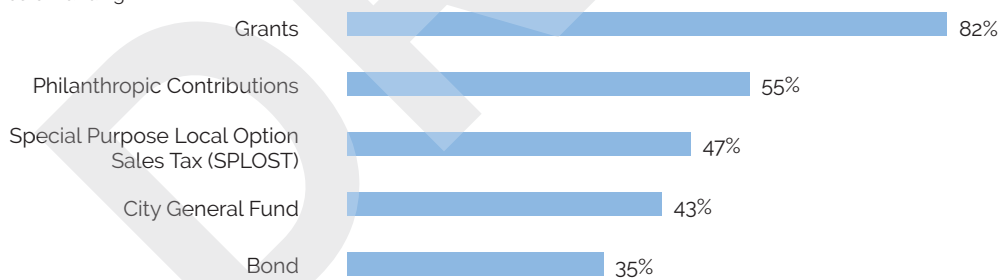
Budget allocation

Figure 2.35
Budget Allocation



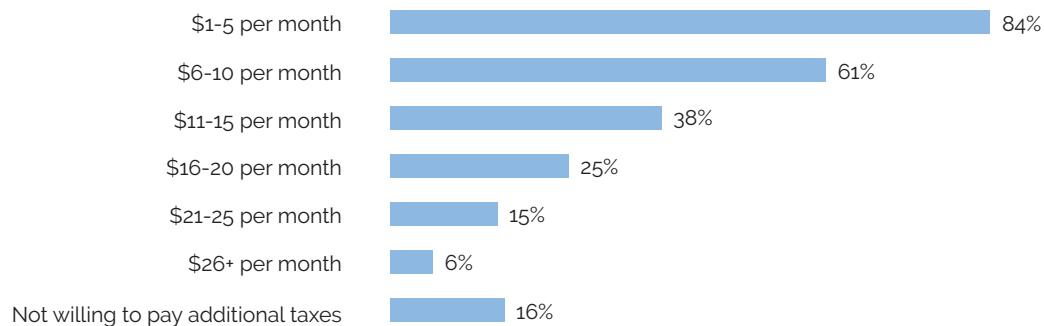
Preferred Source of Funds

Figure 2.36
Top 5 Source of Funding



Willingness to Pay Taxes

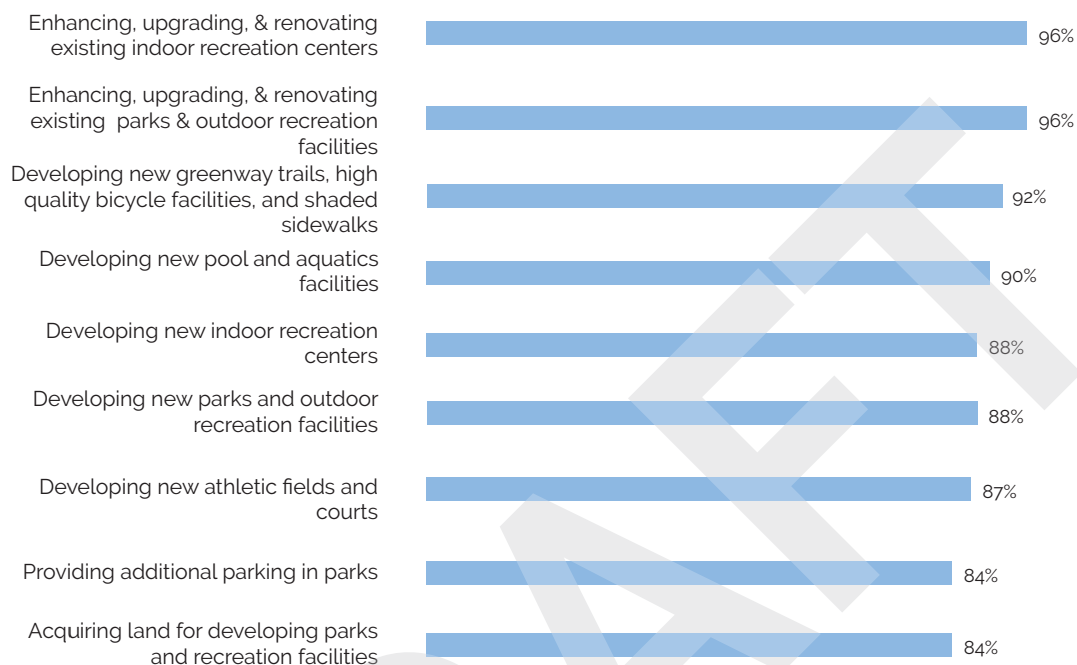
Figure 2.37
Willingness to Pay Additional Taxes for Parks



Level of support for actions for improvement

Figure 2.38

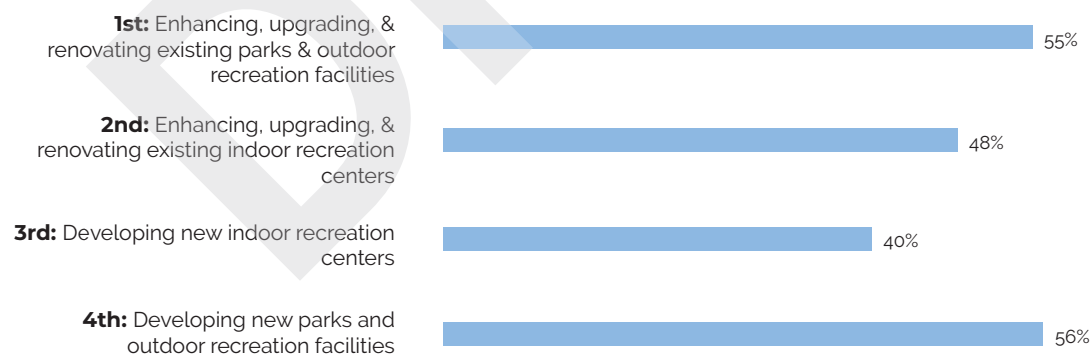
Level of Support for Improvements



Top Four Actions that are Most Important to your Household

Figure 2.39

Most Important Actions



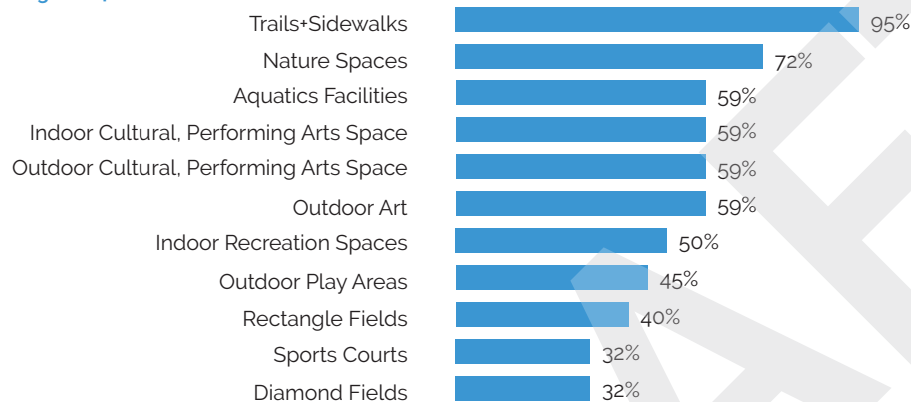
2.2.3 On-line Virtual Community Feedback Sessions

Due to the challenges presented by the ongoing Covid-19 pandemic, the City chose to conduct additional online community feedback sessions, in place of public meetings. Respondents were asked to answer three questions, considering both the needs of the entire city, as well as individual City Council Districts. In total 94 participants attended the Virtual Community Feedback Sessions.

Virtual Session: City Wide July 9th, 2020

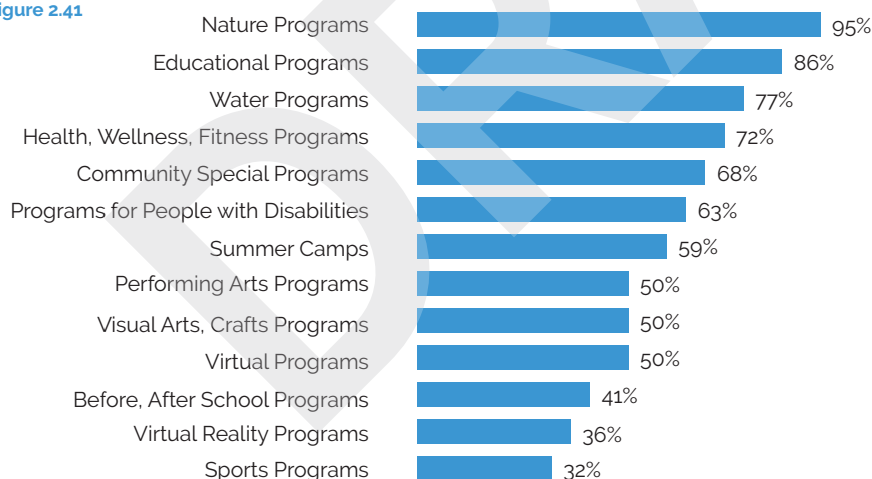
Facility types that are important, but NOT adequately provided by the City

Figure 2.40



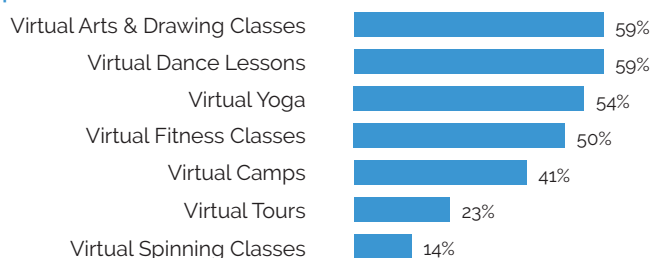
Program types that are important, but NOT adequately provided by the City

Figure 2.41



Virtual Programs that may be of interest

Figure 2.42

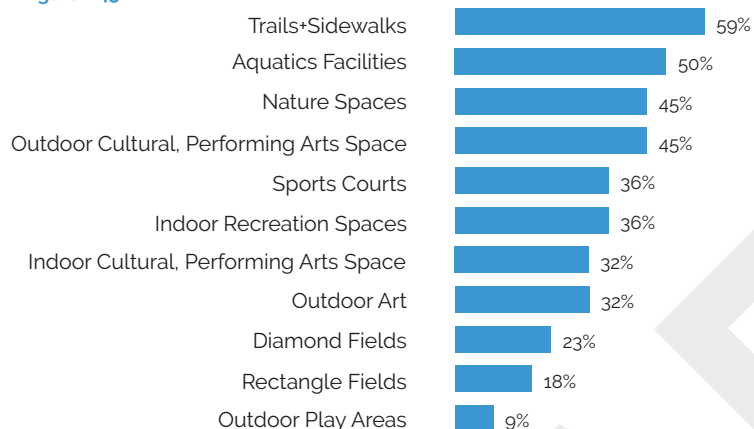


Virtual Session: Council District 1

July 9th, 2020

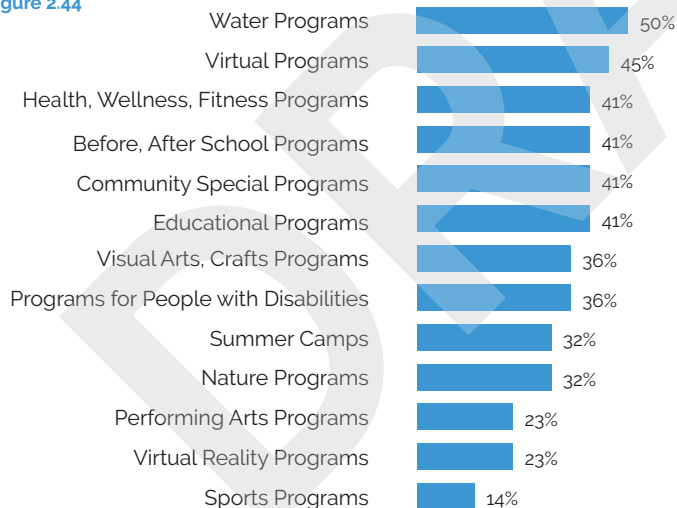
Facility types that are important, but NOT adequately provided by the City

Figure 2.43



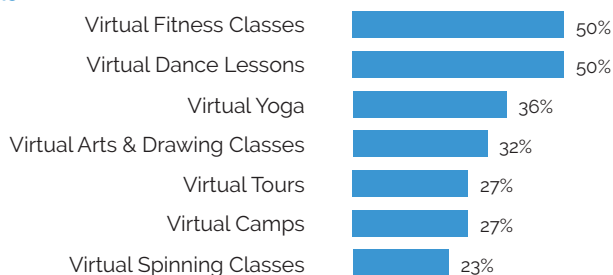
Program types that are important, but NOT adequately provided by the City

Figure 2.44



Virtual Programs that may be of interest

Figure 2.45

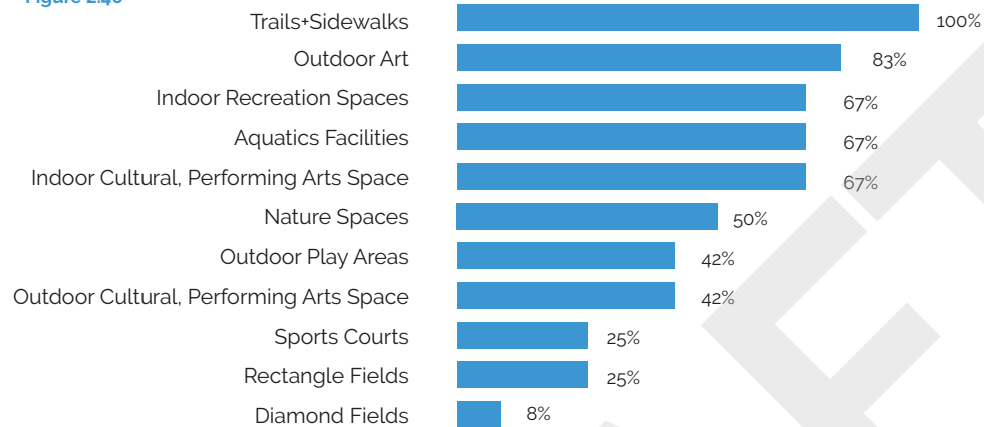


Virtual Session: Council District 2

June 11th, 2020

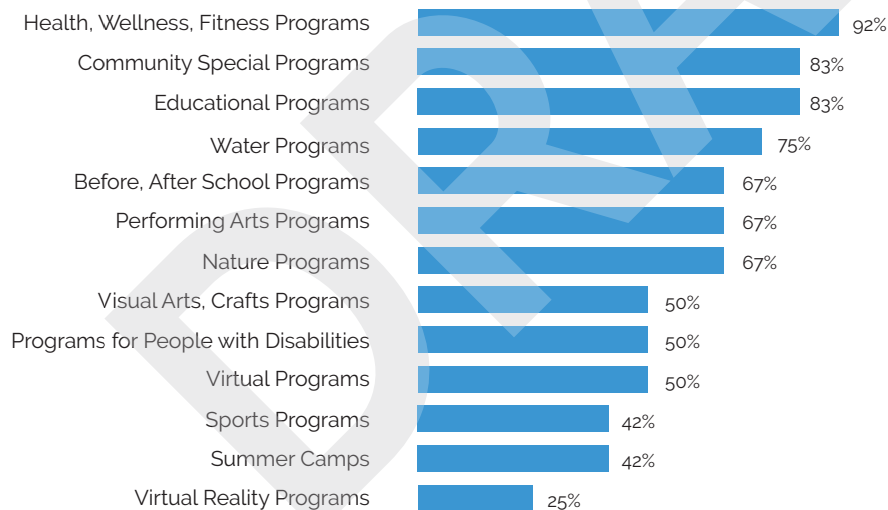
Facility types that are important, but NOT adequately provided by the City

Figure 2.46



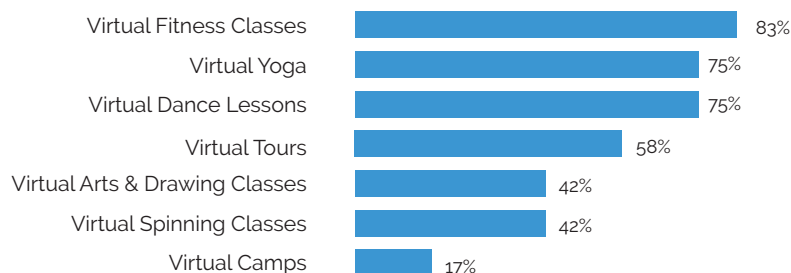
Program types that are important, but NOT adequately provided by the City

Figure 2.47



Virtual Programs that may be of interest

Figure 2.48

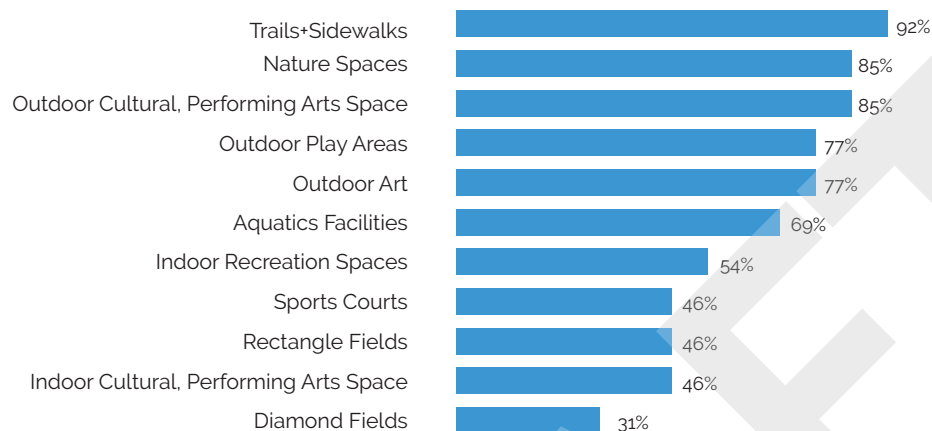


Virtual Session: Council District 3

June 24th, 2020

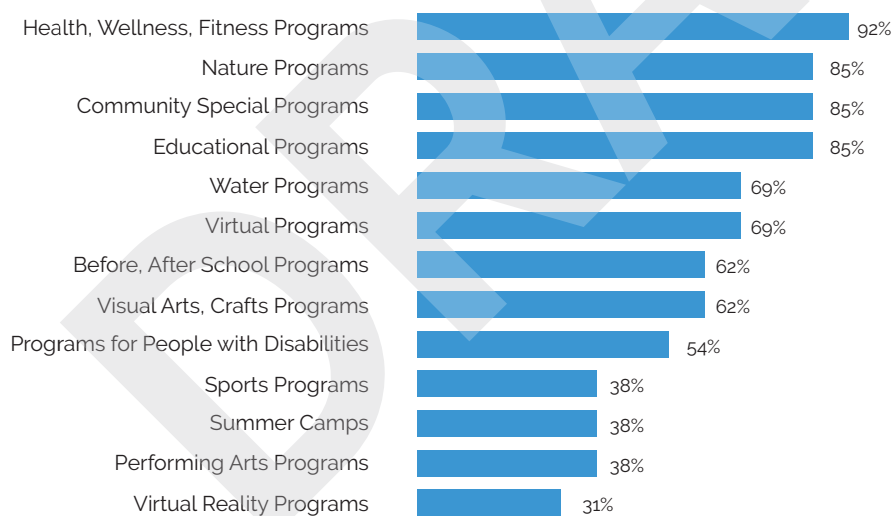
Facility types that are important, but NOT adequately provided by the City

Figure 2.49



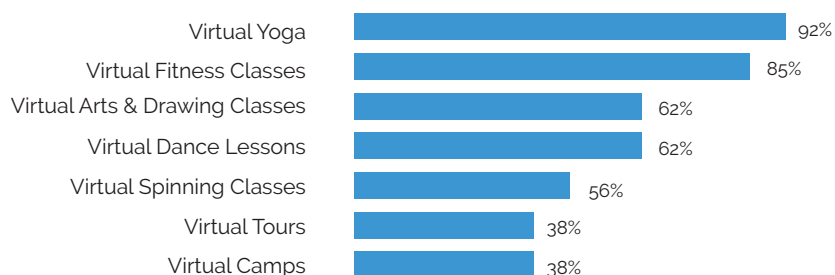
Program types that are important, but NOT adequately provided by the City

Figure 2.50



Virtual Programs that may be of interest

Figure 2.51

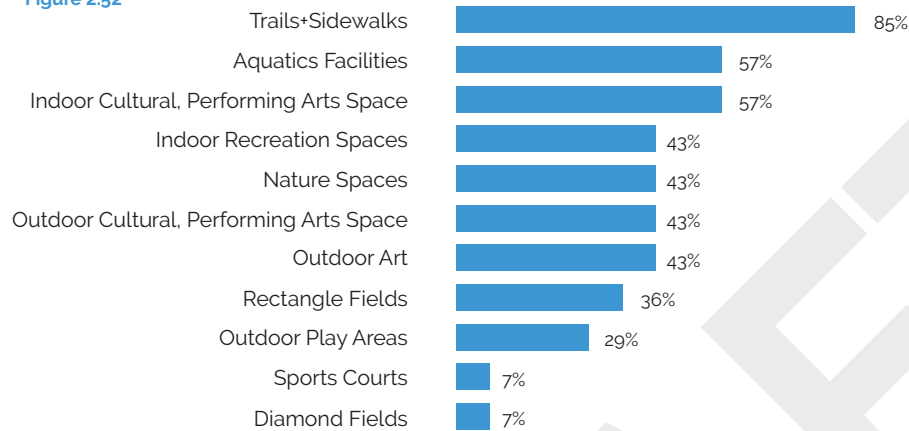


Virtual Session Council District 4

June 18th, 2020

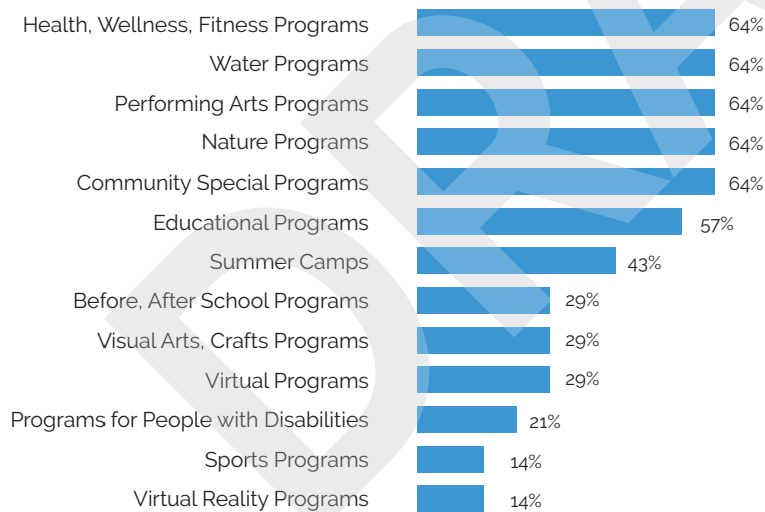
Facility types that are important, but NOT adequately provided by the City

Figure 2.52



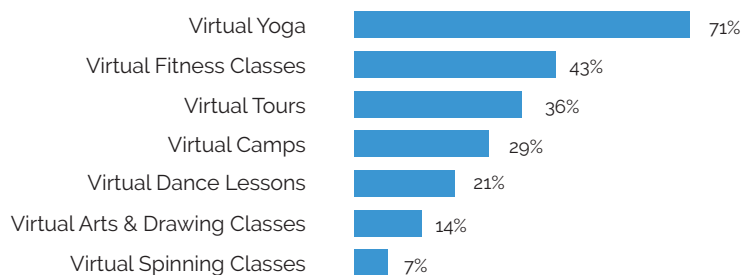
Program types that are important, but NOT adequately provided by the City

Figure 2.53



Virtual Programs that may be of interest

Figure 2.54

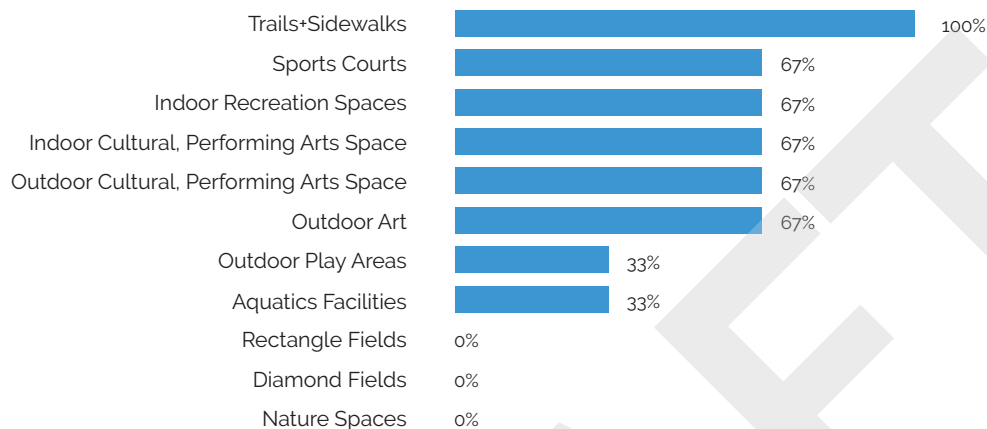


Virtual Session Council District 5

June 23rd, 2020

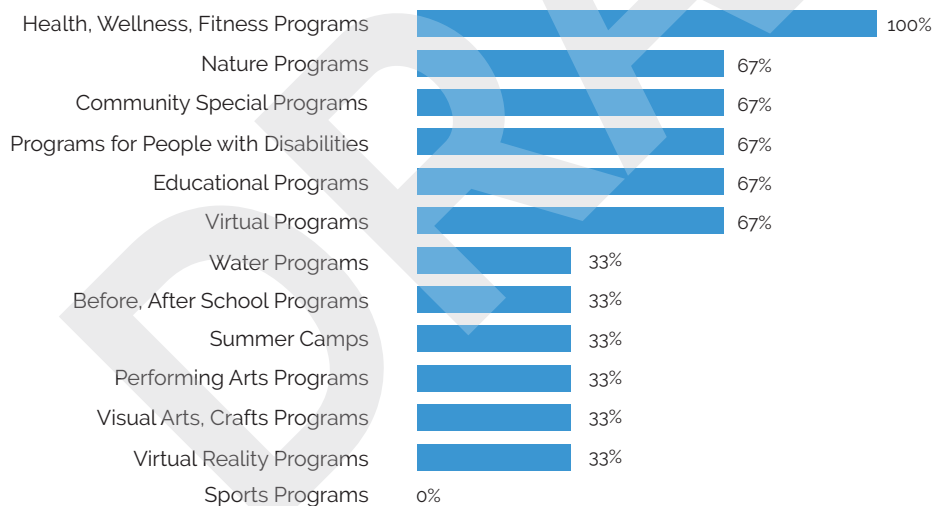
Facility types that are important, but NOT adequately provided by the City

Figure 2.55



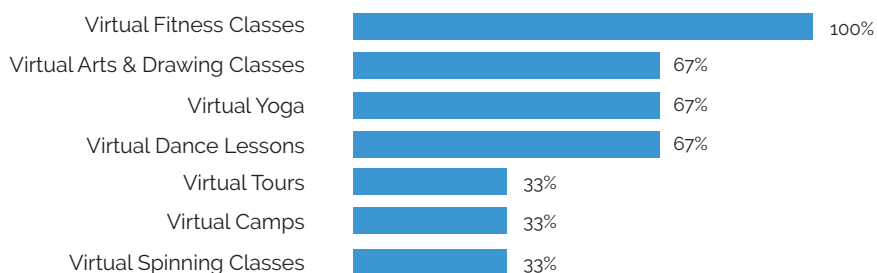
Program types that are important, but NOT adequately provided by the City

Figure 2.56



Virtual Programs that may be of interest

Figure 2.57

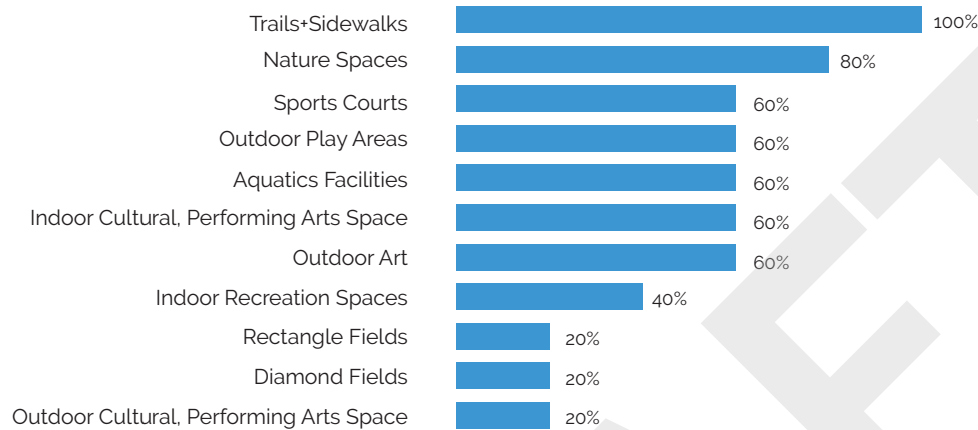


Virtual Session Council District 6

June 25th, 2020

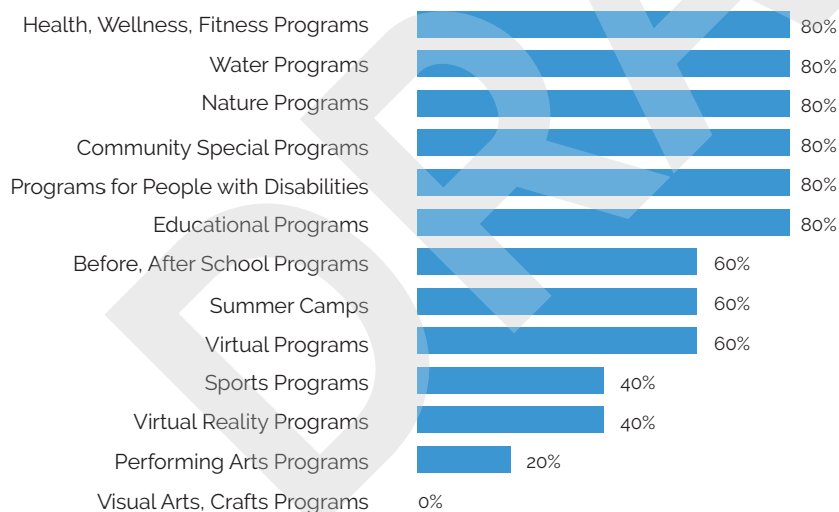
Facility types that are important, but NOT adequately provided by the City

Figure 2.58



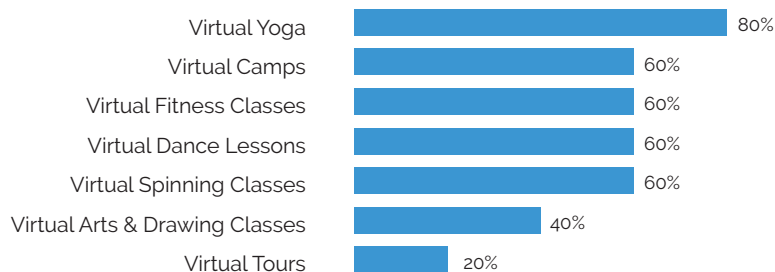
Program types that are important, but NOT adequately provided by the City

Figure 2.59



Virtual Programs that may be of interest

Figure 2.60

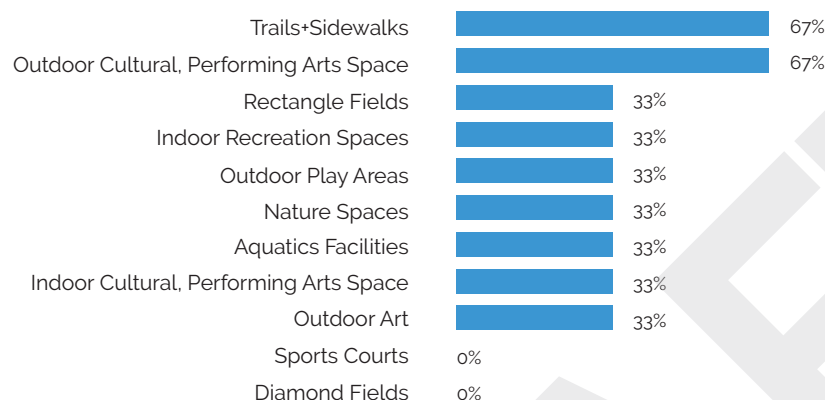


Virtual Session Council District 7

June 30th, 2020

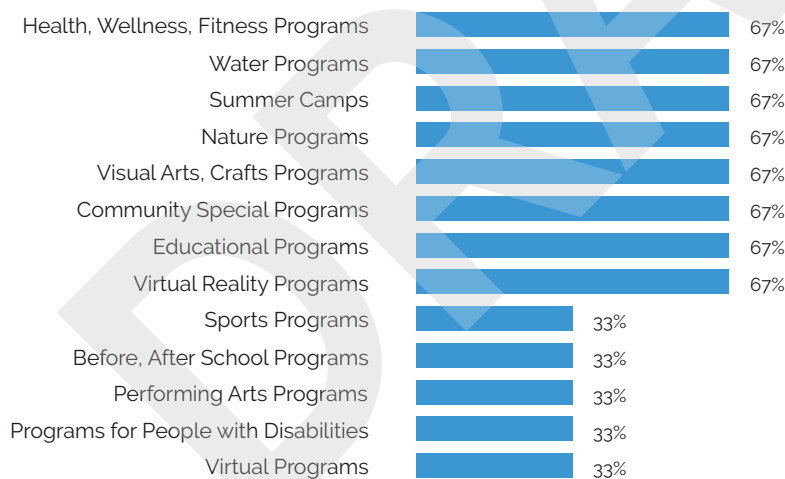
Facility types that are important, but NOT adequately provided by the City

Figure 2.61



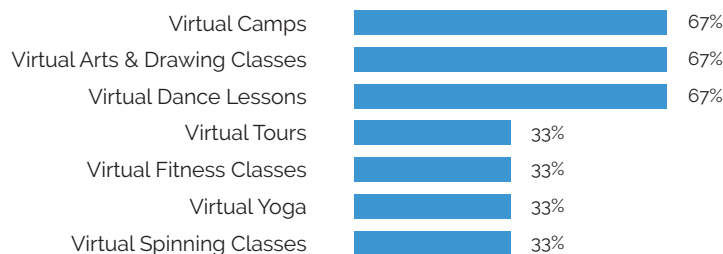
Program types that are important, but NOT adequately provided by the City

Figure 2.62



Virtual Programs that may be of interest

Figure 2.63



2.2.4

Level-of-Service (LOS) Analysis + Benchmarking

There is no industry standard or regulation regarding how a community should establish Levels of Service (LOS) for parks and recreation services. Neither the National Recreation and Park Association (NRPA) nor the Georgia Department of Natural Resources (DNR) publish traditional population-based LOS standards such as park acres and facilities per 1,000 residents.

Instead, cities are encouraged to conduct community-wide needs assessments and benchmark themselves against other similar communities in order to establish their own LOS standards. The National Recreation and Parks Association has developed its benchmarking website NRPA Park Metrics, "the most comprehensive source of data standards and insights for park and recreation agencies" to help cities develop LOS metrics.

Five different LOS methods were used to determine how well the City's parks and recreation system is meeting residents' needs:

1. **Funding LOS:** Comprised of two different metrics:
 - **Operations and Maintenance Spending Per Capita** - Measures the amount of operations and maintenance dollars spent on parks and recreation services per resident.
 - **Capital Spending Per Capita** - Measure the amount of capital dollars spent on parks and recreation services per resident.
2. **Acreage LOS:** Measures the quantity of parkland acreage that is available per 1,000 residents.
3. **Indoor Recreation Center Square Footage LOS:** Measures the quantity if indoor recreation space available per resident.
4. **Facilities LOS:** Measures the number of recreation facilities available per capita.
5. **Access LOS:** Measures the geographic areas served by parks or recreation facilities.

It is important to note that these LOS Analyses are just one tool for determining the community's needs. The findings alone may not be indicative of residents' needs and priorities.

LOS analyses are based on the gross population of a community, not preferences or priorities based on unique community demographics, lifestyles, or values. The findings from the LOS analyses must be compared to the findings from the other needs assessment techniques in order to verify parks and recreation needs and priorities.

2.2.5 Funding LOS

Funding LOS metrics used to gauge whether a community is adequately funded to manage their parks and recreation system include:

- **Operations and Maintenance Spending Per Capita** - the amount of operations and maintenance dollars spent on parks and recreation services per resident.
- **Capital Spending Per Capita** - the amount of capital dollars spent on parks and recreation services per resident.

Funding LOS analyses were completed for the years FY2018 to FY 2021 and compared to NRPA Benchmarks:

- 2019 NRPA Operations and Maintenance Spending per Capita and Capital Spending per Capita benchmarks for cities similar to the City of South Fulton with a population density over 2,500 residents per square mile.

The charts to the right illustrate the findings from these analyses. While the City of South Fulton's operations and maintenance spending per capita in 2018 was just above the NRPA Lower Quartile benchmark, it was well below the Median and Upper Quartile benchmarks. Since 2018, it has decreased to below the Lower Quartile benchmark. This suggests a need to increase parks and recreation operations spending, especially considering the poor state that the City's parks are currently in.

On the other hand, capital spending per capita is strong, at least for the short-term. The chart to the right illustrates that the City's 3-year URA funding is in between the 5-year Median and Lower Quartile benchmarks. There may be a need however, to identify long-term capital funding strategies for the parks, recreation, and cultural affairs system.

Figure 2.64
Operations and Maintenance Spending per Capita

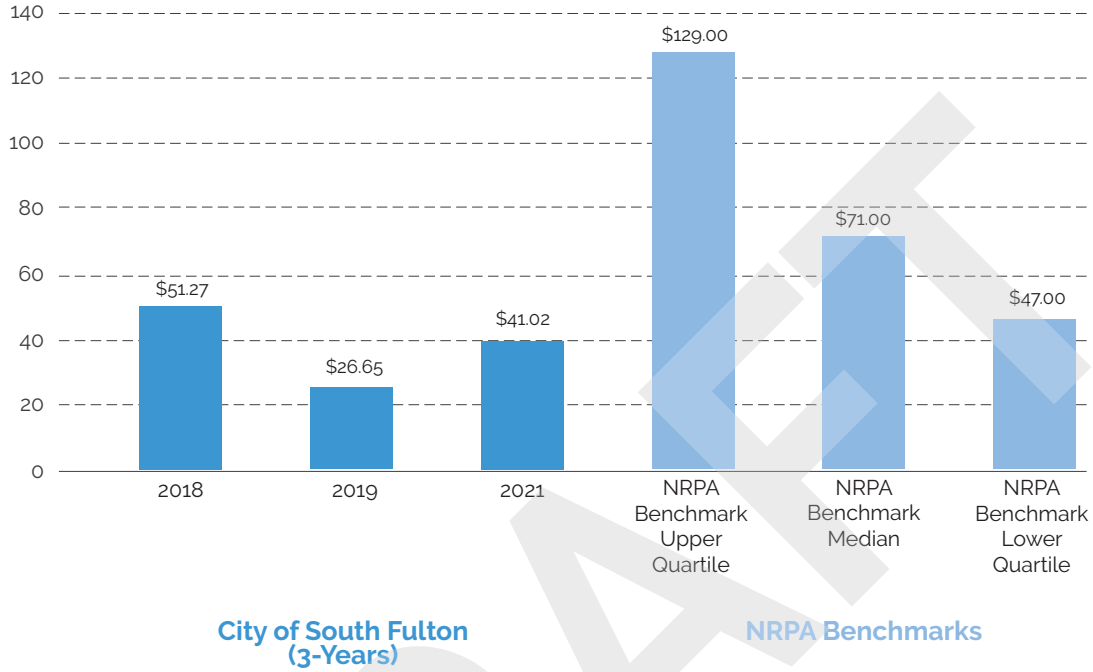
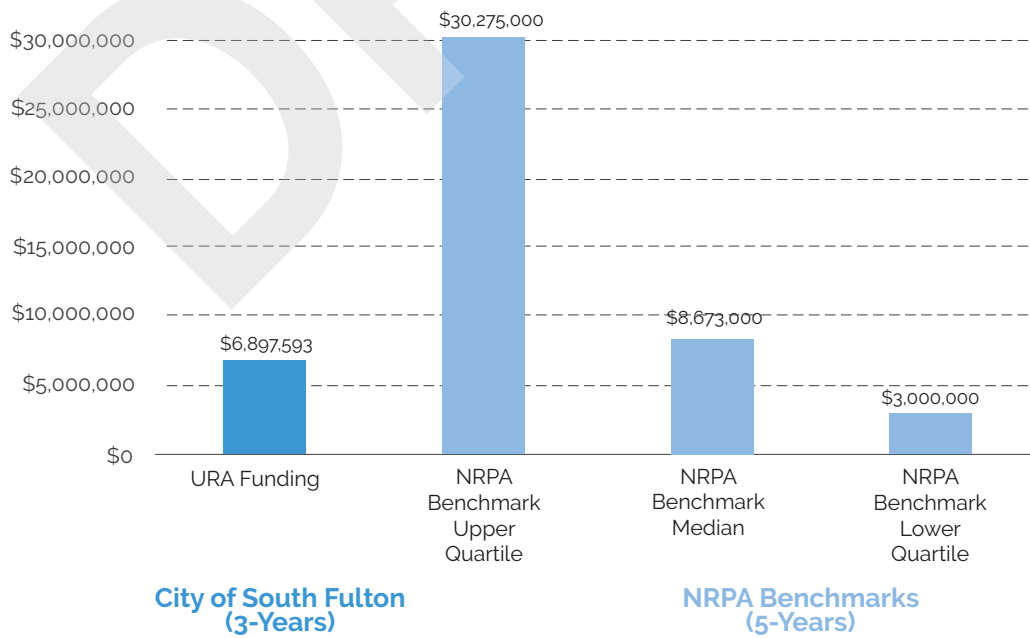


Figure 2.65
Capital Spending per Capita



2.2.6 Acreage LOS

Acreage LOS is measured by dividing the number of park acreage by 1,000 population.

Park Acreage LOS was analyzed using the population estimates for the years 2019, 2024, and 2029, and using park land acreages as of 2019.

The charts to the right illustrate the findings from these analyses. Based on these analyses, the City of South Fulton's acreage LOS in 2019 was 5.4 acres per 1,000 population. If the City does not acquire any additional park land by the year 2029, park acreage LOS would continue to decline. In 2024, the Acreage LOS for City of South Fulton parks would be 5.0 acres per 1,000 population, and in 2029 it would be 4.6.

The charts also show drastic disparities between Council Districts, in addition to a Citywide level that is below industry recommendations. Most notably, Council District 7 has no parkland and therefore a LOS of 0. Additionally, Districts 2 and 4 have very low LOS of 1.0, while districts 1 and 6 have high LOS at 21.8 and 21.3, respectively.

Figure 2.66
Acreage LOS 2019

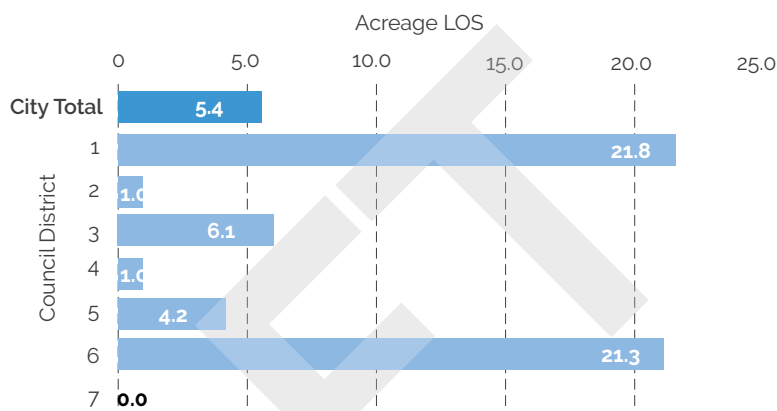


Figure 2.67
Acreage LOS 2024

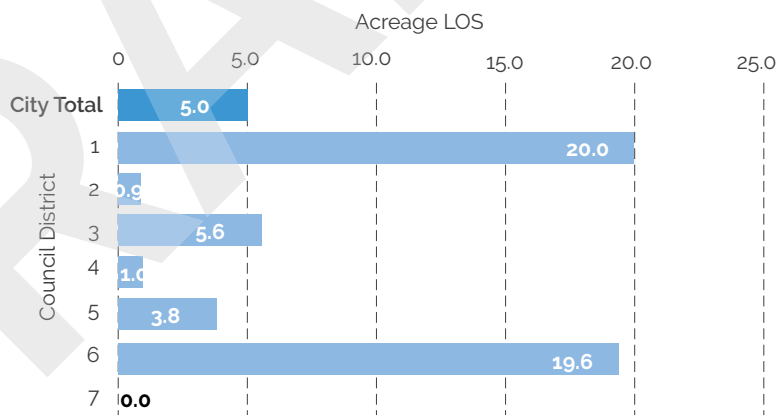
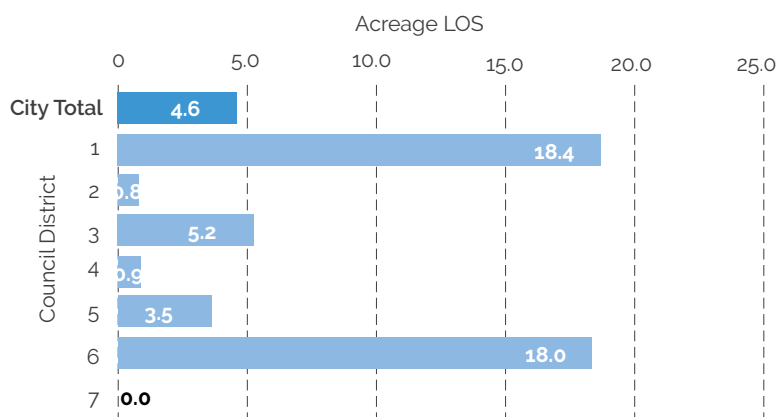
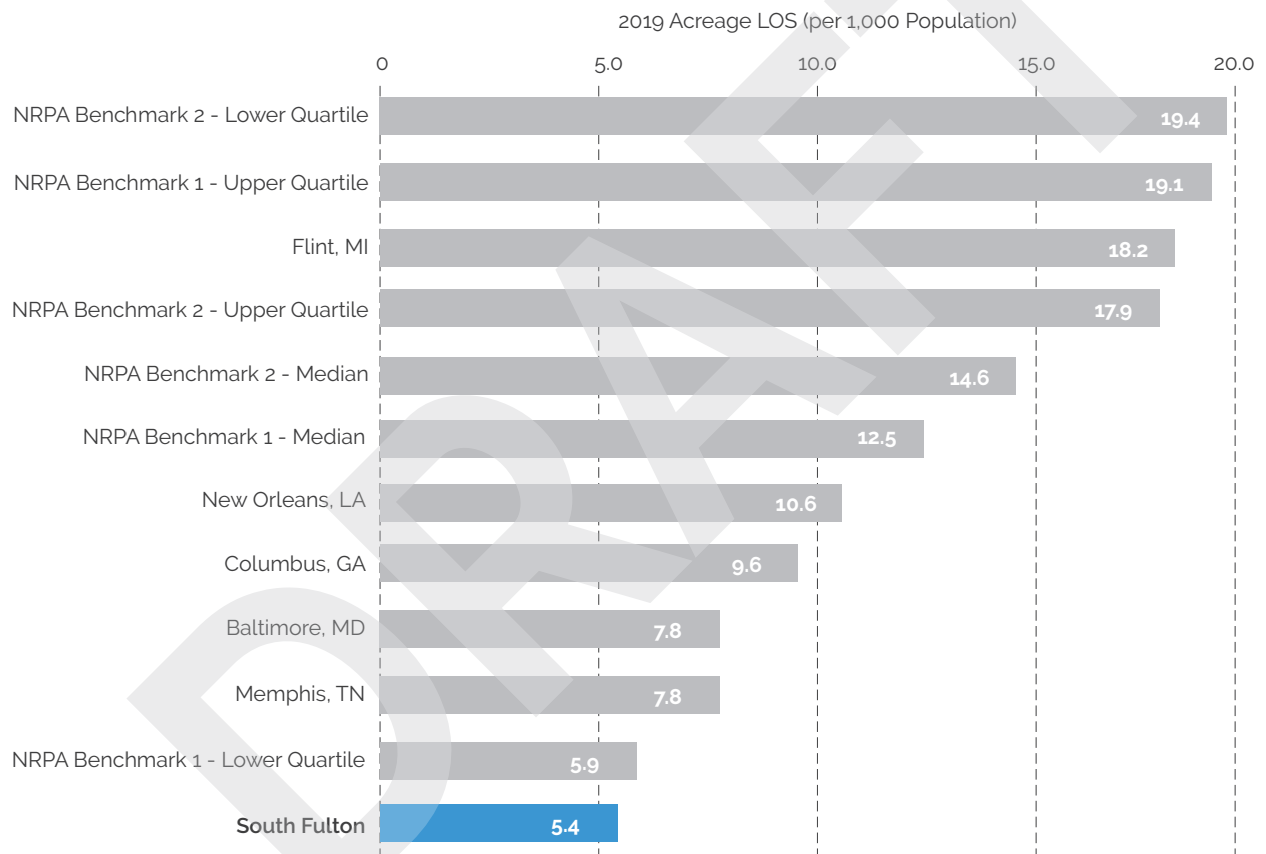


Figure 2.68
Acreage LOS 2029



The chart below compares the City's 2019 Acreage LOS to NRPA benchmarks and to the Acreage LOS of the comparable communities used in the Funding LOS analysis. Based on these analyses, the City of South Fulton appears to have a low amount of park land, scoring below all other benchmarks.

Figure 2.6g
Acreage LOS 2019 with Benchmarks



2.2.7 Facilities LOS

Facilities LOS is measured by dividing the number of residents by the number of parks and recreation facilities. The higher the number, the less facilities there are per resident, and the more of a need there may be for that particular recreation facility. The lower the number, the more facilities there are per resident, and the less of a need there may be for that particular recreation facility.

Based on this analysis, it appears that the City may have a need for the following parks and recreation facilities:

- Playgrounds
- Soccer fields
- Football fields
- Multi-purpose fields
- Softball Fields
- Dog Parks
- Swimming Pool
- Skate Park

Figure 2.70
Facilities LOS

Indicates an amenity that the City may have a need for

Indicates an amenity that the City lacks, and may want to consider introducing

		South Fulton					Benchmark Cities					NRPA Benchmarks	
			85,569	97,277	102,347	108,685							
Facilities		Inventory	2010 LOS	2019 LOS	2024 LOS	2029 LOS	Baltimore, MD	Columbus, GA	Flint, MI	Memphis, TN	New Orleans, LA	NRPA Benchmark 1 - Median	NRPA Benchmark 2 - Median
Primary	Playground	15	5,705	6,485	6,823	7,246	5,182	4,545	17,224	8,814	5,334	3,266	3,439
	Pavilions/Picnic shelters	22	3,890	4,422	4,652	4,940							
	Restrooms	13	6,582	7,483	7,873	8,360							
Rectangular fields	Soccer Fields	4	21,392	24,319	25,587	27,171	155,462		124,875	29,647		9,253	5,384
	Football Fields	2	42,785	48,639	51,174	54,343						29,785	31,978
	Multi-Purpose Fields	9	9,508	10,809	11,372	12,076	3,839		249,750		5,334	11,675	9,265
	Artificial/Synthetic Fields	0	-	-	-	-	207,283					51,518	10,539
Diamond Fields	Baseball Fields (Youth)	13	6,582	7,483	7,873	8,360	20,728	4,444	39,960			8,431	5,262
	Baseball Fields (Adult)	2	42,785	48,639	51,174	54,343	27,037	49,999			126,238	35,000	14,982
	Baseball Fields (Total)	18	4,754	5,404	5,686	6,038							
	Softball Fields (Youth)	2	42,785	48,639	51,174	54,343	103,642	16,666				11,233	4,986
	Softball Fields (Adult)	4	21,392	24,319	25,587	27,171	12,437	12,500		18,118		20,500	10,500
	Softball Fields (Total)	7	12,224	13,897	14,621	15,526							
	Tee Ball						47,835					77,000	15,890
Courts	Tennis Court	48	1,783	2,027	2,132	2,264	5,653	2,899	62,438	8,153	9,711	5,412	5,260
	Basketball Court	6	14,262	16,213	17,058	18,114	7,972	10,526	41,625	10,191	9,468	8,150	7,858
	Volleyball Court	0	-	-	-	-							
	Racquetball Court	0	-	-	-	-							
	Multi-use courts	0	-	-	-	-						29,955	15,019
Fitness	Running/Walking Track	4	21,392	24,319	25,587	27,171							
	Walking Trails (Miles)	2	42,785	48,639	51,174	54,343							
	Fitness Stations	18	4,754	5,404	5,686	6,038							
Water (Out-door)	Swimming Pool	0	-	-	-	-	32,729	49,999		50,172	34,429	51,500	21,768
	Splash Pad/Play Area	0	-	-	-	-							
Other Community Facilities	Skate Parks	0	-	-	-	-	310,925	199,997		652,236		80,000	44,947
	Performance Amphitheater	0	-	-	-	-						90,128	49,512
	Community Garden	1	85,569	97,277	102,347	108,685	1,176	66,666	333,000	130,447		46,533	32,790
	Dog Park	1	85,569	97,277	102,347	108,685	155,462	199,997		163,059	378,715	56,913	32,790
	Concessions												
	Maintenance facilities	1	85,569	97,277	102,347	108,685							
Indoor Facilities	Community centers	6	14,262	16,213	17,058	18,114		49,999	333,000		34,429	52,072	14,000
	Rec centers	4	21,392	24,319	25,587	27,171	11,959	49,999		26,089	34,429	45,040	14,862
	Senior centers						621,849	49,999	499,500	130,447		89,866	44,474
	Pool/Aquatic Center	1	85,569	97,277	102,347	108,685		199,997		163,059		82,119	42,000
	Track	1	85,569	97,277	102,347	108,685						87,151	78,871
	Gym	3	28,523	32,426	34,116	36,228	17,767				34,429	47,082	32,790
	Basketball Court	3	28,523	32,426	34,116	36,228							
	Kitchen	5	17,114	19,455	20,469	21,737							
	Multipurpose Rooms	12	7,131	8,106	8,529	9,057							

2.2.8 Indoor Recreation Square Footage LOS

Indoor Recreation Center Space LOS is measured by dividing the amount of indoor and community recreation center space available to residents by the number of residents in the City. Industry guidelines suggest that communities with high quality indoor recreation services should have around 2.0 square foot of interior recreation and community center space per resident.

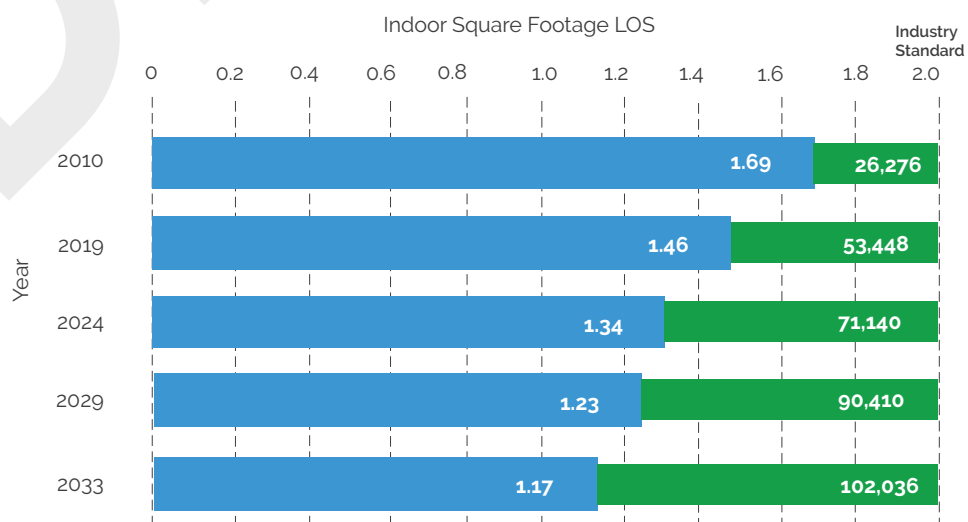
Figure 2.71
Indoor Square Footage LOS, 2010-2033

	2010 Indoor Recreation Center Space LOS	2019 Indoor Recreation Center Space LOS	2024 Indoor Recreation Center Space LOS	2029 Indoor Recreation Center Space LOS	2033 Indoor Recreation Center Space LOS
Indoor Recreation Center and Community Center (Total SF)	144,862	144,862	144,862	144,862	144,862
Population	85,569	99,155	108,001	117,636	123,449
LOS	1.69	1.46	1.34	1.23	1.17

The chart above illustrates the findings from this analysis considering the City of South Fulton's 2010, 2019, 2024, 2029, and 2033 population estimates.

The City of South Fulton currently has approximately 145,000 square feet of indoor recreation and community center space. This equates to approximately 1.46 square feet of indoor space per resident in 2019, 1.34 in 2024, and 1.23 in 2029. Based on this analysis, it appears that the City may be in need of additional indoor recreation and community center space. Reaching the industry target of 2.0 square feet of indoor recreation and community center space per resident would require expanding the City's indoor facilities by about 71,000 square feet by the year 2024 (Chart below).

Figure 2.72
Indoor Square Footage LOS + Footage Needed to Reach 2.0 LOS, 2010-2033



2.2.9 Access LOS

Access LOS measures the distance residents have to travel to access parks and recreation facilities. It is used to understand how park access varies between different neighborhoods in a city. The distance used in the calculation of LOS is important; for example, should a City aim for all residents to have a park within 1 mile of their homes, within ½ mile, or even less? Previously completed plans for the South Fulton area do not establish a Park Access LOS target.

Informed by industry best practices, the following distances were used to analyze Access LOS for the City's park system and key recreation facilities that were identified as high priority needs in the Statistically Valid Survey:

- **All City Parks** – ½ mile, ¾ mile, 1 mile
- **Arts Centers** – ½ mile, ¾ mile, 1 mile
- **Baseball + Softball Fields** – 1 mile, 2 mile, 3 mile
- **Community Centers** – 1 mile, 2 mile, 3 mile, 5 mile
- **Soccer + Football Fields** – 1 mile, 2 mile, 3 mile
- **Gyms** – 1 mile, 2 mile, 3 mile, 5 mile

Figure 2.73
Access LOS Summary

Park Types	½ Mile	¾ Mile	1 Mile	2 Miles	3 Miles	5 Miles
All City Parks	○	○	○	-	-	-
Arts Centers	○	○	○	-	-	-
Baseball + Softball Fields	-	-	○	○	○	-
Community Centers	-	-	○	○	○	○
Soccer + Football Fields	-	-	○	○	○	-
Gyms	-	-	○	○	○	○

○ Partial Access

Figure 2.74
Access LOS for all City Parks

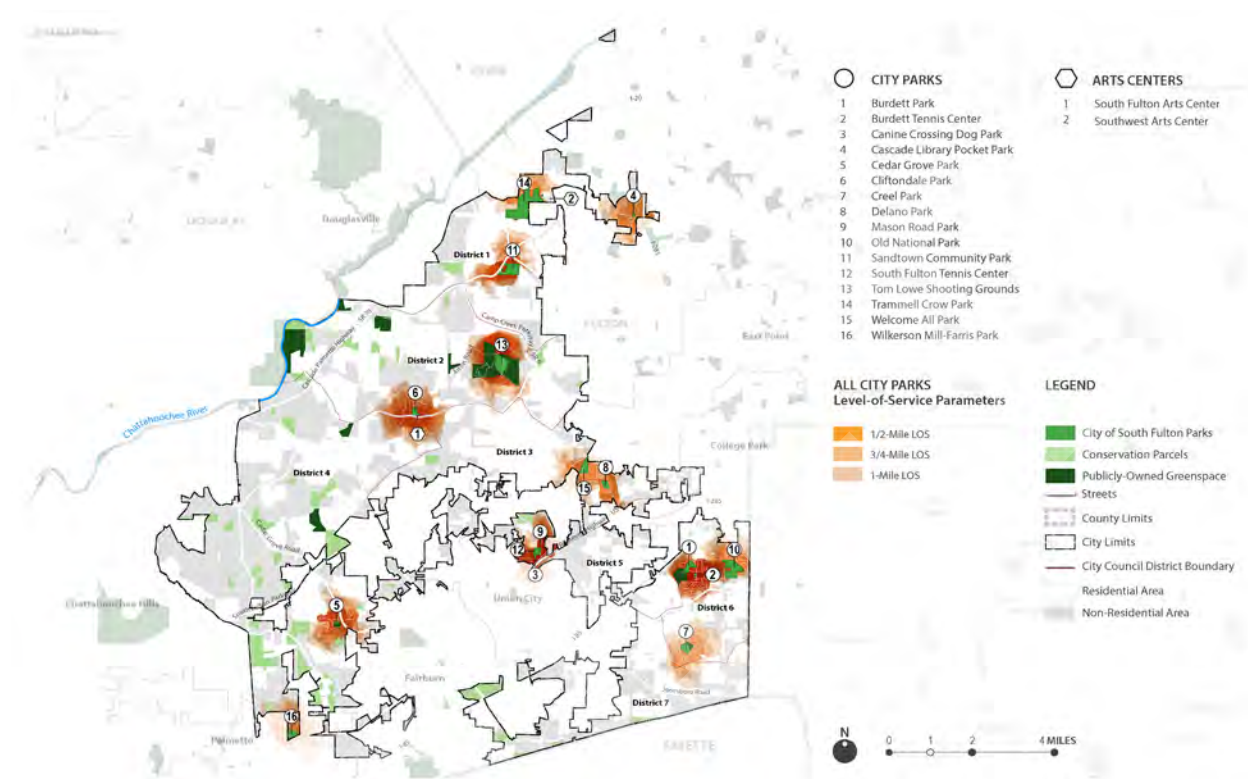


Figure 2.75
Access LOS for Arts Centers

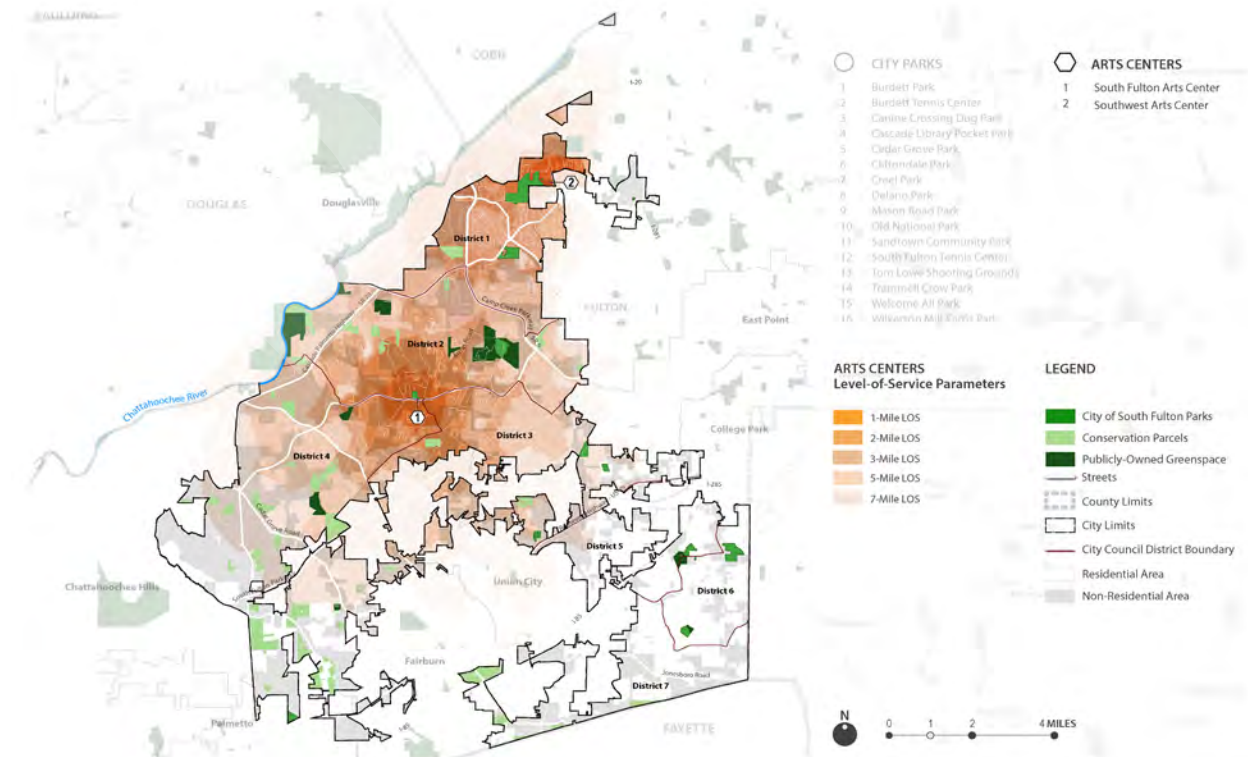


Figure 2.76
Access LOS for Baseball + Softball Fields

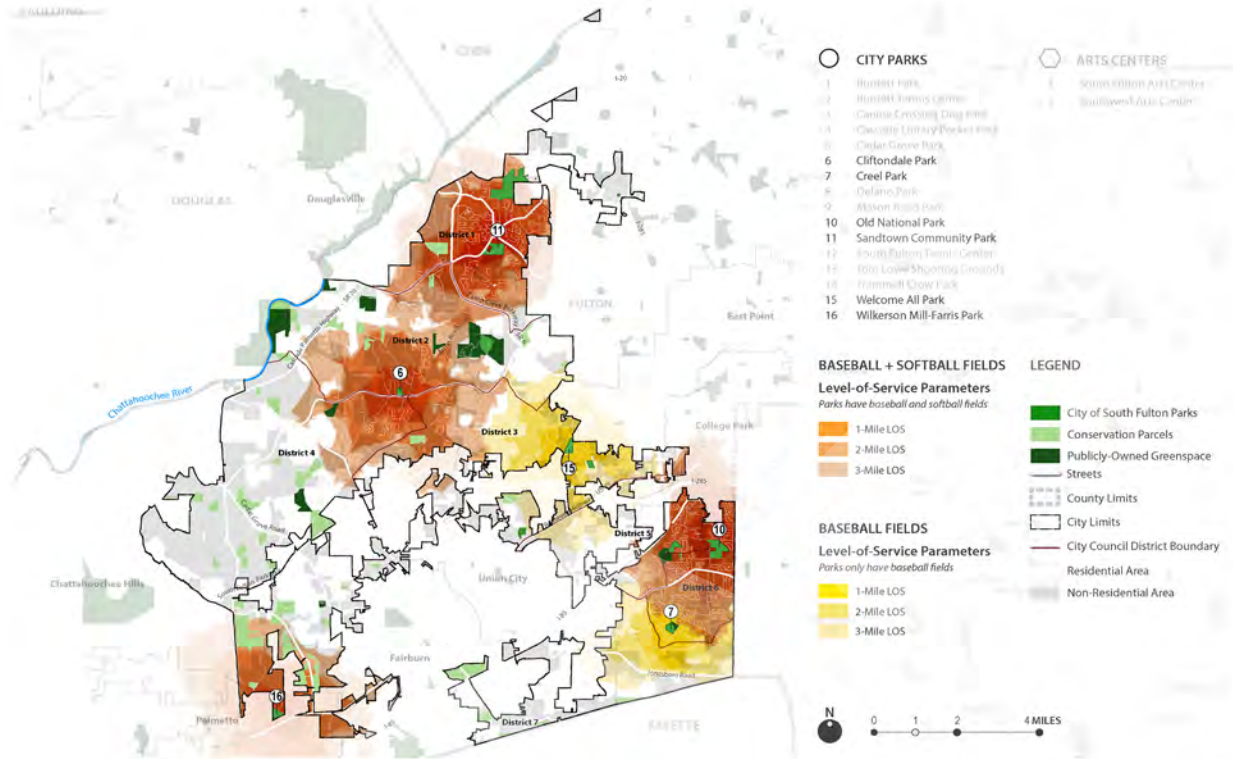


Figure 2.77
Access LOS for Community Centers

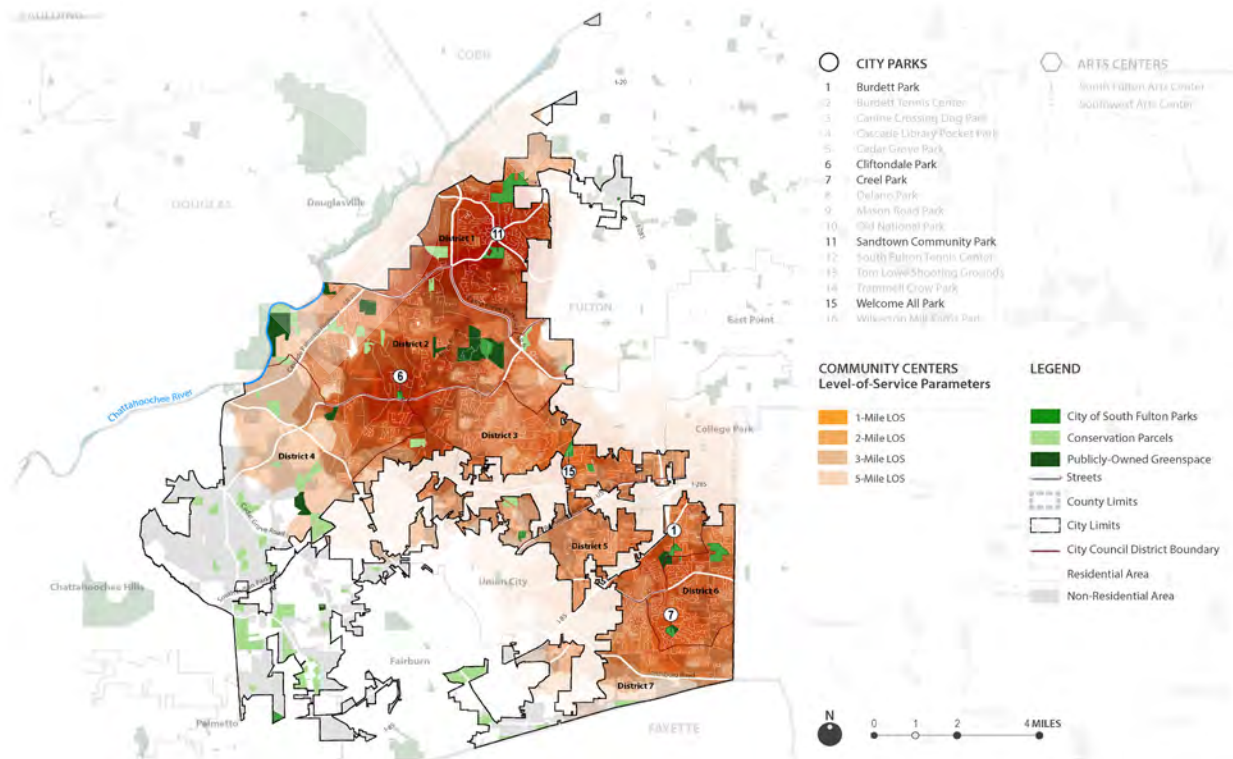


Figure 2.78
Access LOS for Football + Soccer Fields

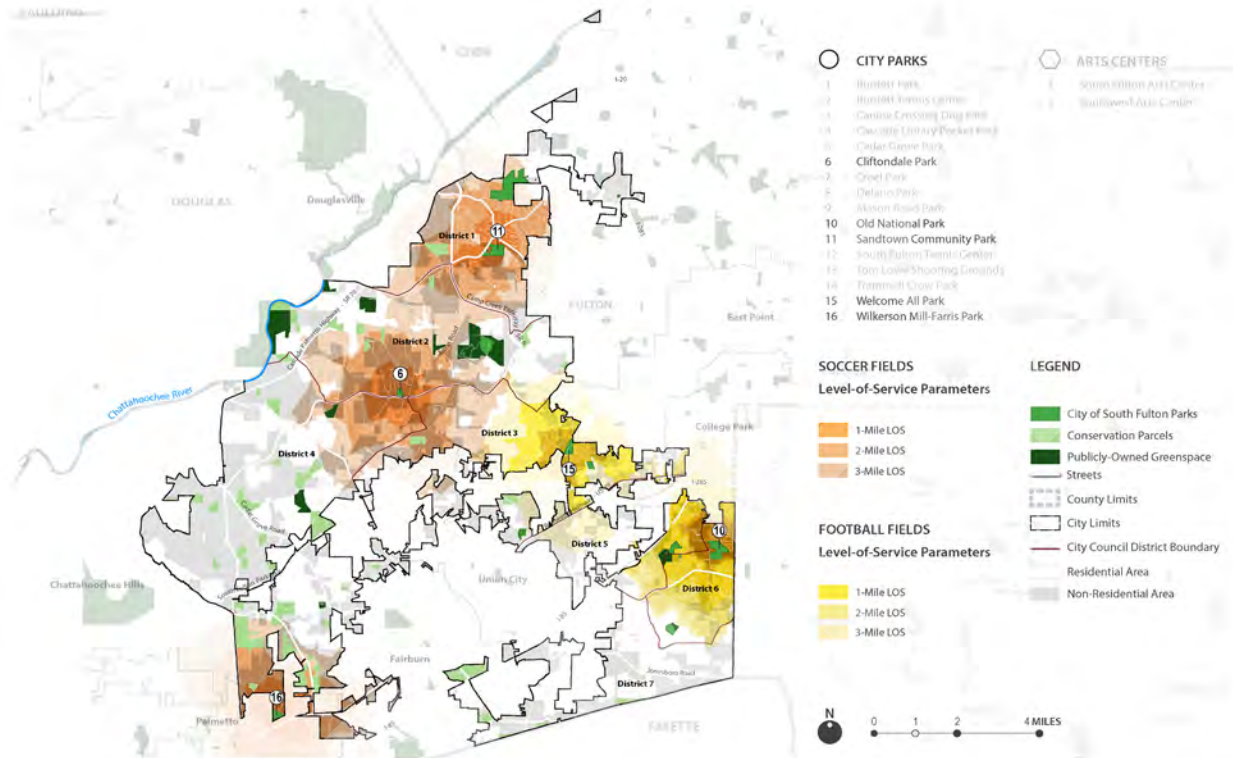
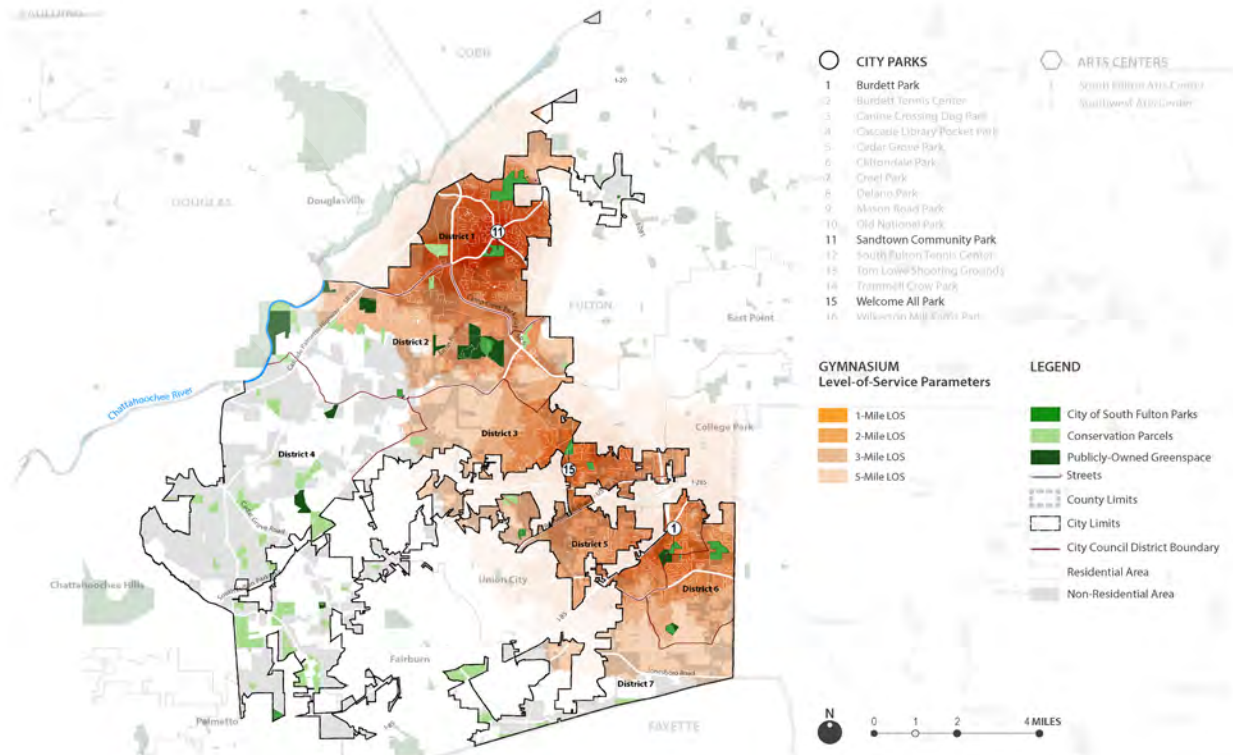


Figure 2.79
Access LOS for Gyms



2.2.10 Community Events

The Consultant Team attended five (5) special events throughout the City from October 2019 through February 2020. The purpose of attending these events was to meet residents where they were and solicit their input about parks and recreation facility and program needs and priorities. Over 3,800 opinion dots were collected during the following dates, locations, and times:

1. Thursday, October 31 | Halloween Party | Burdett Park | 6:00 pm
2. Saturday, December 21 | Holiday Extravaganza | South Fulton Tennis Center | 7:30 pm
3. Monday, January 20 | MLK Day Parade and Rally | Old National Highway Shopping Center | 1:00 pm
4. Tuesday, January 28 | Steering Committee Kick-off Meeting | Welcome All Park | 6:30 pm
5. Thursday, February 27 | Public Meeting | Welcome All Park | 6:30 pm

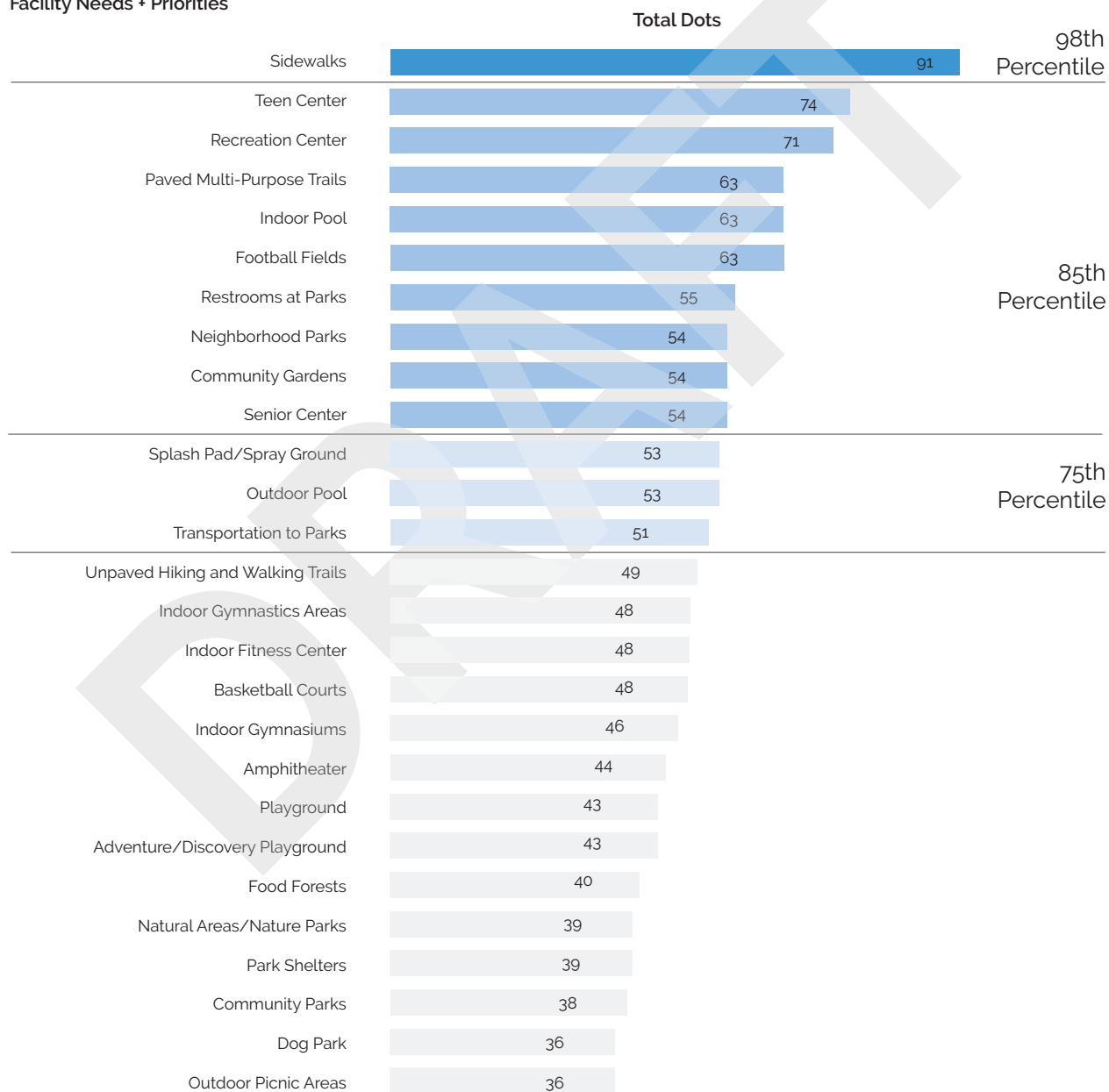
Attendees participated in up to four (4) different interactive exercises during the Special Events. Subsequent pages contain a description and the results from these exercises.

Exercise 1: Facility Needs + Priorities

Attendees were asked to place a dot on the facilities that they believed were most important to their families. The chart below illustrates responses that fell within the 98th, 85th and 75th percentiles, and includes all responses above the 50th percentile of total responses.

Figure 2.80

Facility Needs + Priorities

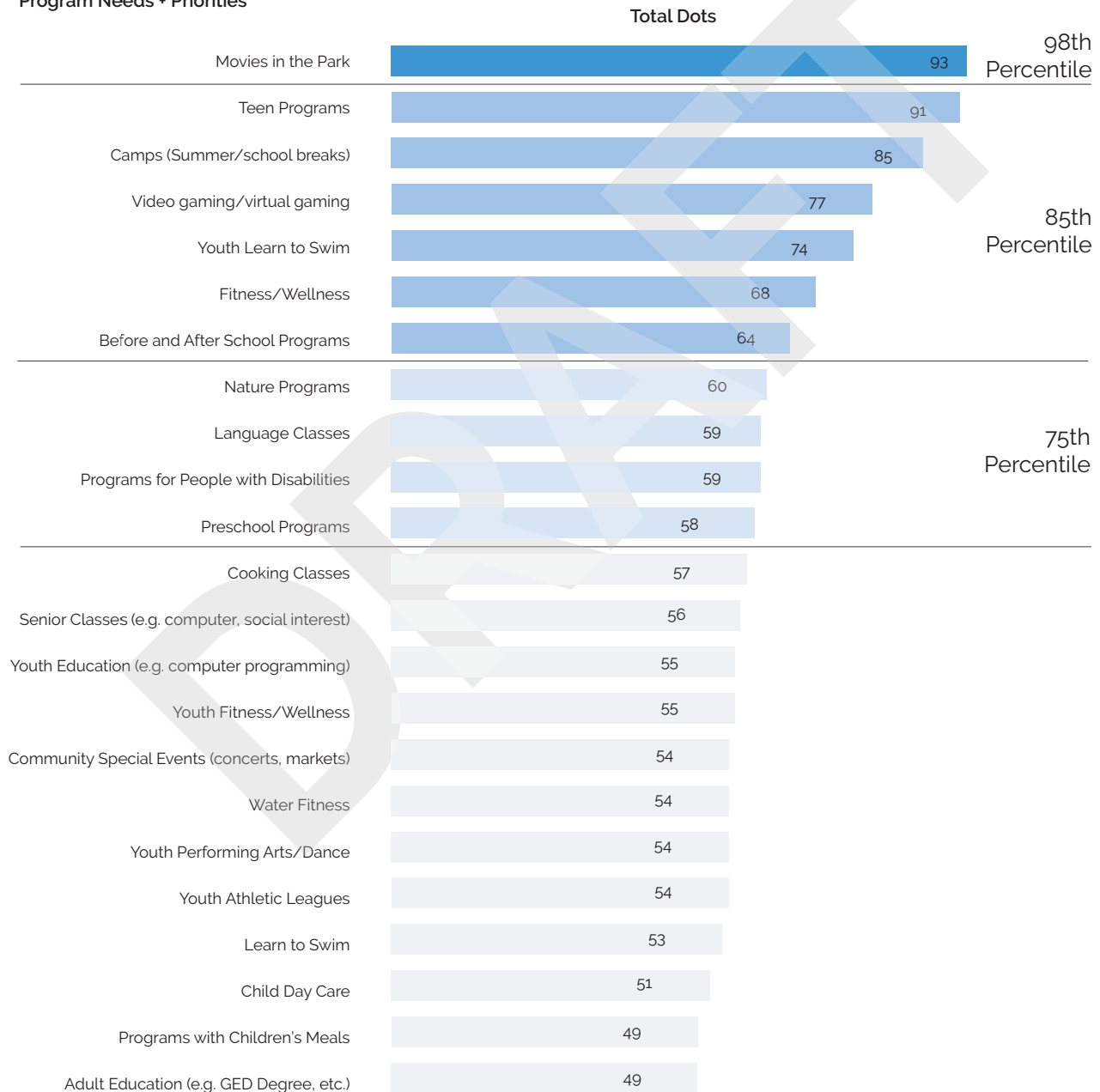


Exercise 2: Program Needs + Priorities

Attendees were asked to place a dot on the programs that they believed were most important to their families. The chart below illustrates responses that fell within the 98th, 85th and 75th percentiles, and includes all responses above the 50th percentile of total responses.

Figure 2.81

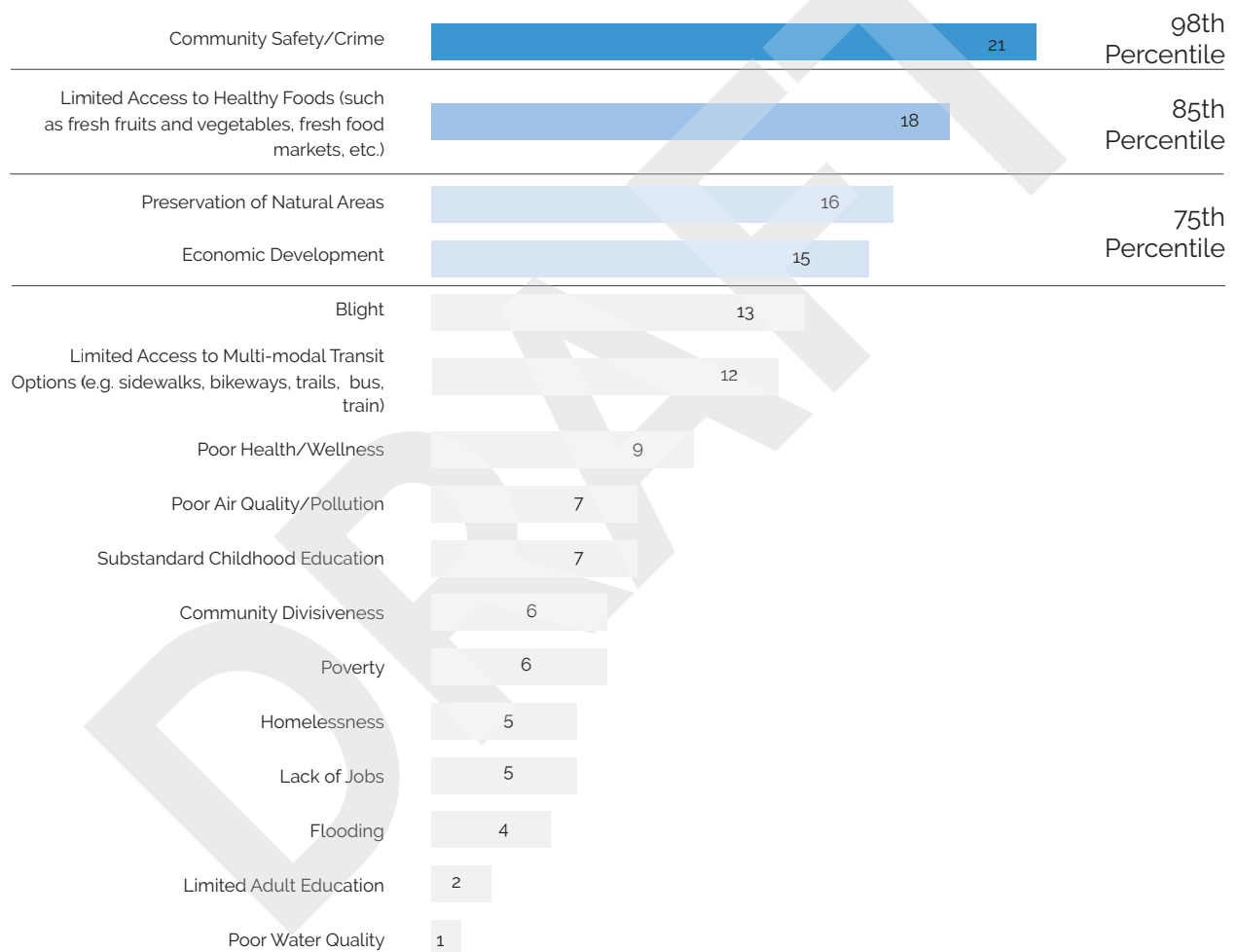
Program Needs + Priorities



Exercise 3: City Challenges

Attendees were asked to place a dot on the top five social, economic, and environmental challenges that they believed the City was facing and that were most important to their family. Figure 2.80 illustrates the findings from this exercise.

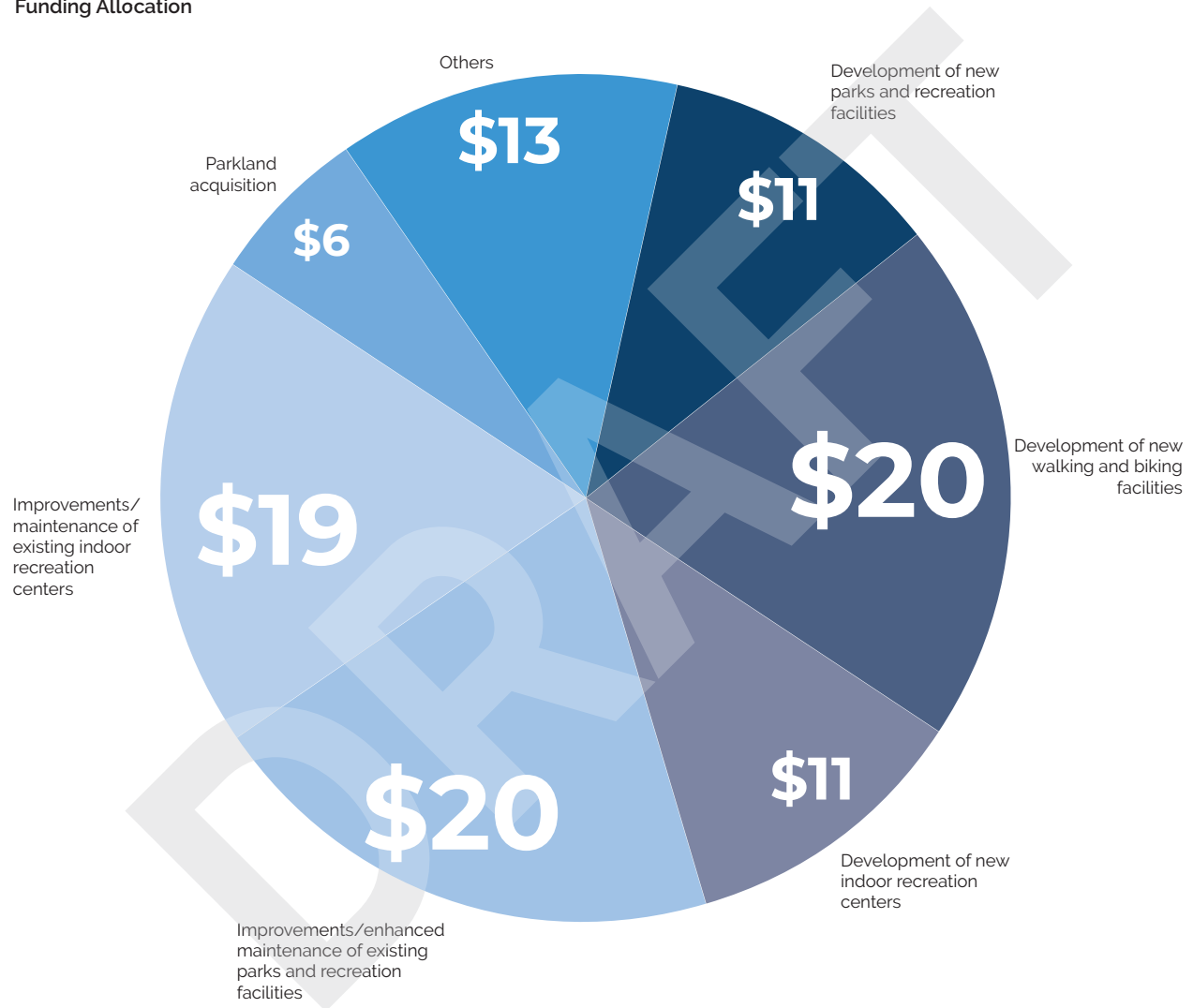
Figure 2.82
Challenges facing South Fulton



Exercise 4: Parks Funding

Participants were also asked how they would allocate \$100 of funding for services provided by the City of South Fulton Parks and Recreation Department, as shown in the chart below:

Figure 2.83
Funding Allocation



2.2.11**Mayor and City Council Interviews**

The Mayor and City Council members were interviewed on Dec. 11, 2019 and July 30, 2020.

1. Top priority parks and recreation needs

- 1** Address general maintenance issues, including implementation of improved lighting, new signage, fresh paint, and an overall “refresh”
- 2** New parks to keep up with growing population and fill existing gaps
- 3** New multi-use trails to improve connectivity between parks, schools, and neighborhoods, and provide opportunities for economic development
- 4** Create programming that will attract more youth, and encourage positive after-school behavior
- 5** New multi-purpose aquatic facilities/amenities (splash pads or pools) with additional space for programs

2. Other parks and recreation priorities included:

- Ensure adequate parking facilities at all parks
- New multi-purpose rec centers in underserved areas (Districts 4 & 7)
- A new running track
- Take advantage of existing city-owned land for new parks, as well as sewer easements for trails
- Reform/restructure relationship with Athletic Associations
- Highlight the City's athletic success stories (Cam Newton, Adam “Pacman” Jones, etc.)
- More senior focused amenities and programs
- Ensure parks are safe, criminal activities reduced

3. Top priority City-wide needs and/or issues

- 1 Economic development; attracting major companies and fostering home-grown small business
- 2 Address pockets of crime
- 3 Address patterns of socioeconomic segregation (concentrated poverty)
- 4 Programs to address juvenile crime and School-to-Prison Pipeline
- 5 Workforce Development; Take advantage of major opportunities nearby, including film industry (Tyler Perry Studios)
- 6 Ensure adequate stormwater management and infrastructure is in place
- 7 Develop a stronger sense of community and South Fulton "identity"

4. Funding

Council members supported a variety of funding sources for parks and recreation improvements, including:

- SPLOST (noted that T-SPLOST is ending in 2021 and could be transitioned to parks)
- Park Impact Fees
- Grants
- Bonds (All council members expressed interest in borrowing, but were divided on raising taxes)
- Creating Public-Private Partnerships

2.2.12

Other Interviews and Focus Group Meetings

In addition to the Mayor and members of the City Council, interviews were conducted with the following key stakeholders and focus groups:

- City Manager
 - Assistant City Manager/Chief Operating Officer
 - Finance Team
1. Broader City needs identified from the interviews and meetings included
 - Address pockets of homelessness
 - Address youth crime
 - Expand workforce development programs

- Expand Community (Adult) Education and Health services
2. Parks System needs identified included
 - Ensure facilities are up to code and high standards
 - Need for expanded program and facility offerings, particularly for middle school age
 - Address gaps in service areas, District 4 in particular
 - Create connected trail system
 - Possibility to purchase Wolf Creek Golf Course, incorporate as City facility

2.3 FINDINGS SUMMARY

Figure 2.84 compares the findings from the Statistically-Representative Survey (Column 1) to the findings from the other needs assessment techniques. The "dots" in each column indicate the priority needs identified from each technique.

Based on a review of the findings from all of the needs assessment techniques, residents' top priorities include:

- Improved bicycle and pedestrian connectivity including multi-use greenways, trails, and sidewalks
- New indoor multi-purpose recreation facilities, with areas for fitness as well as age-specific programming (seniors/teens)
- Improvements to existing parks, including new and/or improved restrooms
- New aquatic facilities, both pools and splash pads providing recreation and fitness opportunities
- Acquisition and/or protection of natural areas to preserve rural views, wildlife habitats, forests and watersheds, with unpaved walking and hiking trails

Consistent with these facility and amenity priorities, residents indicated that top priority program needs include:

- Fitness and wellness programs, including Health Education
- Learn-to-Swim programs, along with Water Fitness
- Senior leisure programs
- Community Special Events, including Movies in the Park

Chapters 3 and 4 of this report discuss alternatives and recommendations for responding to priorities for programs, capital improvements, and land acquisition.

Figure 2.84
Citywide Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques							
	Statistically Valid Survey	Elected Official Interviews	Online Survey	Steering Committee Meeting	Virtual Public Meetings	Special Events Input	LOS Analysis	Trends Analysis
Paved multipurpose trails	200	●	●	●	●	●		●
Indoor fitness centers	187		●		●	●		
Restrooms at parks	141		●	●		●		
Senior center	135	●	●	●	●	●	●	
Sidewalks	135	●	●	●		●		
Recreation center	116	●	●		●	●		
Indoor pool	109	●	●	●	●	●	●	
Natural areas/nature parks	104		●	●	●			
Unpaved walking & hiking trails	90	●		●				
Indoor gymnasium	87	●	●		●	●		
Outdoor picnic areas	84		●					
Playground	79		●				●	
Community gardens	78		●	●			●	
Dog park	75			●			●	
Amphitheater	74		●		●	●		
Teen center	68		●	●	●	●		
Outdoor pool	56	●	●	●	●	●	●	
Splash pad/spray ground	55	●	●	●	●	●		
Multipurpose fields	54		●					
Mini golf	53		●					
Skating rink	51							
Basketball courts	49		●			●	●	●
Tennis courts	45		●					
Golf course	41							
Baseball fields	38		●				●	●
Skate park	37							
Softball fields	36						●	●
Football fields	35		●			●	●	●
Soccer fields	33						●	●
Dirt bike park	26							
Music recording studio	24							
Disc golf course	21							
Boxing ring	20							
Lacrosse fields	15							
Pickleball courts	12							
Rugby fields	7							
Other	16							

Figure 2.85

Citywide Program + Activities Analysis Techniques Summary

Programs + Activities	Statistically Valid Survey	Analysis Techniques					
		Elected Official Interviews	On-line Survey	Steering Committee Meeting	Virtual Public Meetings	Special Events Input	Trends Analysis
Fitness/wellness programs	200	●	●	●	●	●	●
Learn to swim	115	●	●	●	●	●	●
Senior leisure programs	101	●	●				
Community special events	101	●	●	●	●		
Health education programs	96	●	●		●		
Water fitness	87	●	●		●	●	
Movies in the park	81		●			●	
Senior classes	79	●	●			●	
Cooking classes	78		●		●	●	
Arts/painting/crafts/drawing classes	64	●	●		●		
Performing arts/dance	62	●	●		●	●	
Recreation sports programs	61	●	●				
Teen programs	59	●	●	●		●	
Digital media, photography programs	52	●	●				
Camps (summer/school break)	52	●	●	●	●	●	
Nature programs	48		●	●	●	●	
Educational lecture series	45		●		●		
Art exhibits	44	●	●	●			
Before & after school programs	41	●	●	●		●	
Programs for people with disabilities	39	●			●	●	
Athletic special events	38		●				
Adult athletic leagues	38		●				
Competitive sports programs	35		●				
Music programs	34	●	●	●			
Film programs	34	●	●				
Martial arts	33	●	●				
Adult education	30		●			●	
Kickball	28		●				
Programs with children's meals	28					●	
Preschool programs	26					●	
Boxing programs	24	●					
Child day care	23					●	
Video gaming/virtual gaming	22	●			●	●	

Figure 2.86

Council District 1 Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Paved multi-purpose trails	●	●	●	●
Indoor fitness centers	●			
Restrooms at parks	●		●	
Senior center	●			
Sidewalks	●	●	●	
Recreation center	●			●
Indoor pool	●		●	●
Natural areas/nature parks	●			●
Unpaved walking & hiking trails	●			
Indoor gymnasium	●			●
Outdoor picnic areas	●			
Playground	●			
Community gardens	●			
Skating rink	●			
Amphitheater	●	●		●
Teen center	●			●
Outdoor pool	●			●
Dog Park	●	●		
Splash pad/spray ground	●			
Multi-purpose fields	●			
Mini golf	●			
Skating rink	●			
Basketball courts	●	●		
Tennis courts	●			
Golf course	●			
Baseball fields	●			
Skate park	●			
Softball fields	●			
Football fields	●			
Soccer fields	●			
Dirt bike park	●			
Music recording studio	●			
Disc golf course	●			
Boxing ring	●			
Lacrosse fields	●			
Pickleball courts	●			
Rugby fields	●			

Figure 2.87

Council District 1 Program + Activities Analysis Techniques Summary

Programs + Activities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Fitness/wellness programs	●		●	●
Learn to swim	●		●	●
Community special events	●		●	●
Water fitness	●			●
Movies in the park	●			
Senior leisure programs	●		●	
Health education programs	●			●
Senior classes	●			
Cooking classes	●			
Arts/painting/crafts/drawing classes	●			●
Performing arts/dance	●			●
Digital media, photography programs	●			
Educational lecture series	●			●
Athletic special events	●			
Adult athletic leagues	●			
Film programs	●			
Adult education	●			
Kickball	●			
Programs with children's meals	●			
Recreation sports programs	●			
Teen programs	●			
Camps (summer/school break)	●			●
Nature programs	●			●
Art exhibits	●			●
Before & after school programs	●			
Programs for people with disabilities	●			●
Competitive sports programs	●			
Music programs	●			
Martial arts	●			
Adult education	●			
Preschool programs	●			
Boxing programs	●			
Child day care	●			
Video gaming/virtual gaming	●			

Figure 2.88

Council District 2 Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Paved multi-purpose trails	●	●		●
Indoor fitness centers	●			
Restrooms at parks	●		●	
Senior center	●	●		
Sidewalks	●	●	●	●
Recreation center	●			●
Indoor pool	●	●		●
Natural areas/nature parks	●	●		
Unpaved walking & hiking trails	●	●		
Indoor gymnasium	●		●	●
Outdoor picnic areas	●	●		
Playground	●		●	
Community gardens	●			
Dog park	●			
Teen center	●			●
Outdoor pool	●	●		
Mini golf	●			
Amphitheater	●			
Splash pad/spray ground	●		●	
Multi-purpose fields	●			
Skating rink	●			
Basketball courts	●			
Tennis courts	●			
Golf course	●			
Baseball fields	●			
Skate park	●			
Softball fields	●			
Football fields	●			
Soccer fields	●			
Dirt bike park	●			
Music recording studio	●			
Disc golf course	●			
Boxing ring	●			
Lacrosse fields	●			
Pickleball courts	●			
Rugby fields	●			

Figure 2.89

Council District 2 Program + Activities Analysis Techniques Summary

Programs + Activities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Fitness/wellness programs	●	●	●	●
Learn to swim	●		●	
Senior leisure programs	●	●		
Community special events	●	●		●
Health education programs	●			●
Water fitness	●			●
Movies in the park	●			
Senior classes	●	●		
Cooking classes	●			
Arts/painting/crafts/drawing classes	●			●
Performing arts/dance	●			●
Digital media, photography programs	●			●
Art exhibits	●		●	
Adult athletic leagues	●			
Recreation sports programs	●		●	
Teen programs	●			
Camps (summer/school break)	●		●	●
Nature programs	●			●
Educational lecture series	●			●
Before & after school programs	●			●
Programs for people with disabilities	●			●
Athletic special events	●			
Competitive sports programs	●		●	
Music programs	●			
Film programs	●			
Martial arts	●			
Adult education	●			●
Kickball	●			
Programs with children's meals	●			
Preschool programs	●			
Boxing programs	●			
Child day care	●			
Video gaming/virtual gaming	●			

Figure 2.90

Council District 3 Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Paved multi-purpose trails	●	●	●	●
Indoor fitness centers	●			
Restrooms at parks	●		●	
Senior center	●	●		●
Sidewalks	●	●	●	●
Recreation center	●		●	●
Indoor pool	●	●		●
Natural areas/nature parks	●	●		●
Unpaved walking & hiking trails	●	●		●
Outdoor picnic areas	●			
Playground	●			
Community gardens	●			●
Teen center	●	●		
Outdoor pool	●	●		●
Splash pad/spray ground	●	●		●
Mini golf	●			
Skating rink	●			
Skate park	●			
Indoor gymnasium	●			●
Dog park	●			
Amphitheater	●			
Multi-purpose fields	●			
Basketball courts	●			
Tennis courts	●			
Golf course	●			
Baseball fields	●			
Softball fields	●			
Football fields	●			
Soccer fields	●			
Dirt bike park	●			
Music recording studio	●	●		
Disc golf course	●			
Boxing ring	●			
Lacrosse fields	●			
Pickleball courts	●			
Rugby fields	●			

Figure 2.91

Council District 3 Program + Activities Analysis Techniques Summary

Programs + Activities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Fitness/wellness programs	●	●	●	●
Learn to swim	●	●	●	●
Senior leisure programs	●	●		
Community special events	●	●	●	●
Health education programs	●	●		●
Water fitness	●	●		●
Movies in the park	●	●		
Senior classes	●	●		
Cooking classes	●			
Arts/painting/crafts/drawing classes	●	●		●
Teen programs	●	●		●
Digital media, photography programs	●	●		
Camps (summer/school break)	●	●		●
Adult athletic leagues	●			
Video gaming/virtual gaming	●	●		
Performing arts/dance	●	●		●
Recreation sports programs	●	●	●	
Nature programs	●			●
Educational lecture series	●			●
Art exhibits	●			●
Before & after school programs	●	●		●
Programs for people with disabilities	●			
Athletic special events	●	●		
Competitive sports programs	●			
Music programs	●	●		
Film programs	●	●		
Martial arts	●			
Adult education	●			●
Kickball	●			
Programs with children's meals	●			
Preschool programs	●	●		
Boxing programs	●			
Child day care	●			

Figure 2.92

Council District 4 Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Paved multi-purpose trails	●	●	●	●
Indoor fitness centers	●			
Restrooms at parks	●		●	
Senior center	●			
Sidewalks	●	●		●
Recreation center	●			
Indoor pool	●		●	●
Natural areas/nature parks	●			
Unpaved walking & hiking trails	●	●		
Indoor gymnasium	●			
Outdoor picnic areas	●			
Playground	●			
Dog park	●			
Teen center	●			
Outdoor pool	●		●	
Splash pad/spray ground	●	●		
Multi-purpose fields	●			
Mini golf	●			
Skating rink	●			
Community gardens	●			
Amphitheater	●			
Basketball courts	●			
Tennis courts	●			
Golf course	●			
Baseball fields	●			
Skate park	●			
Softball fields	●			
Football fields	●			
Soccer fields	●			
Dirt bike park	●			
Music recording studio	●			
Disc golf course	●			
Boxing ring	●			
Lacrosse fields	●			
Pickleball courts	●			
Rugby fields	●			

Figure 2.93

Council District 4 Program + Activities Analysis Techniques Summary

Programs + Activities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Fitness/wellness programs	●	●	●	●
Learn to swim	●			●
Senior leisure programs	●			
Community special events	●		●	●
Health education programs	●			●
Water fitness	●			●
Movies in the park	●			
Senior classes	●			
Performing arts/dance	●			●
Educational lecture series	●			●
Art exhibits	●	●		●
Athletic special events	●			
Adult athletic leagues	●			
Competitive sports programs	●		●	
Martial arts	●			
Recreation sports programs	●		●	
Teen programs	●		●	
Camps (summer/school break)	●			
Cooking classes	●			
Arts/painting/crafts/drawing classes	●			●
Digital media, photography programs	●			●
Nature programs	●			●
Before & after school programs	●			
Programs for people with disabilities	●			
Music programs	●			
Film programs	●			
Adult education	●			
Kickball	●			
Programs with children's meals	●			
Preschool programs	●			
Boxing programs	●			
Child day care	●			
Video gaming/virtual gaming	●			

Figure 2.94

Council District 5 Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Paved multi-purpose trails	●	●	●	●
Indoor fitness centers	●		●	
Senior center	●		●	
Sidewalks	●	●		●
Recreation center	●		●	●
Indoor pool	●		●	
Natural areas/nature parks	●			
Unpaved walking & hiking trails	●	●		●
Indoor gymnasium	●	●	●	●
Outdoor picnic areas	●			
Playground	●		●	
Community gardens	●			
Amphitheater	●			●
Restrooms at parks	●		●	
Dog park	●			
Teen center	●			●
Outdoor pool	●		●	
Splash pad/spray ground	●		●	
Multi-purpose fields	●			
Mini golf	●			
Skating rink	●			
Basketball courts	●		●	●
Tennis courts	●			
Golf course	●			
Baseball fields	●		●	
Skate park	●			
Softball fields	●			
Football fields	●		●	
Soccer fields	●			
Dirt bike park	●			
Music recording studio	●			
Disc golf course	●			
Boxing ring	●			
Lacrosse fields	●			
Pickleball courts	●			
Rugby fields	●			

Figure 2.95

Council District 5 Program + Activities Analysis Techniques Summary

Programs + Activities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Fitness/wellness programs	●		●	●
Learn to swim	●		●	
Senior leisure programs	●			
Community special events	●	●	●	●
Health education programs	●			
Water fitness	●			
Movies in the park	●	●		
Senior classes	●			
Cooking classes	●			
Arts/painting/crafts/drawing classes	●			●
Performing arts/dance	●			●
Digital media, photography programs	●			●
Educational lecture series	●			●
Art exhibits	●			●
Programs for people with disabilities	●			●
Film programs	●			●
Recreation sports programs	●	●	●	
Teen programs	●	●		
Camps (summer/school break)	●	●		
Nature programs	●			●
Before & after school programs	●	●		
Athletic special events	●	●		
Adult athletic leagues	●			
Competitive sports programs	●	●	●	
Music programs	●	●		●
Martial arts	●			
Adult education	●			
Kickball	●			
Programs with children's meals	●			
Preschool programs	●			
Boxing programs	●	●		
Child day care	●			
Video gaming/virtual gaming	●	●		●

Figure 2.96

Council District 6 Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Paved multi-purpose trails	●	●		●
Indoor fitness centers	●		●	
Restrooms at parks	●		●	
Senior center	●		●	●
Sidewalks	●	●		●
Recreation center	●		●	●
Indoor pool	●	●	●	●
Natural areas/nature parks	●			
Indoor gymnasium	●			
Outdoor picnic areas	●			
Community gardens	●			
Amphitheater	●			
Teen center	●			
Mini golf	●			
Golf course	●			
Skate park	●			
Unpaved walking & hiking trails	●			
Playground	●			●
Dog park	●	●		
Outdoor pool	●	●		●
Splash pad/spray ground	●			●
Multi-purpose fields	●			
Skating rink	●			
Basketball courts	●			●
Tennis courts	●			●
Baseball fields	●			
Softball fields	●			
Football fields	●			
Soccer fields	●			
Dirt bike park	●			
Music recording studio	●			
Disc golf course	●			
Boxing ring	●			
Lacrosse fields	●			
Pickleball courts	●			●
Rugby fields	●			

Figure 2.97

Council District 6 Program + Activities Analysis Techniques Summary

Programs + Activities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Fitness/wellness programs	●	●	●	●
Senior leisure programs	●		●	
Community special events	●			●
Health education programs	●			●
Water fitness	●	●	●	●
Arts/painting/crafts/drawing classes	●			●
Camps (summer/school break)	●			●
Learn to swim	●	●		●
Movies in the park	●			
Senior classes	●			
Cooking classes	●			
Performing arts/dance	●			
Recreation sports programs	●			
Teen programs	●			
Digital media, photography programs	●			
Art exhibits	●			
Before & after school programs	●			●
Programs for people with disabilities	●			●
Adult education	●			●
Nature programs	●			●
Educational lecture series	●			●
Athletic special events	●			
Adult athletic leagues	●			
Competitive sports programs	●			
Music programs	●			
Film programs	●			
Martial arts	●			
Kickball	●			
Programs with children's meals	●			
Preschool programs	●			
Boxing programs	●			
Child day care	●			
Video gaming/virtual gaming	●			

Figure 2.98

Council District 7 Facilities + Amenities Analysis Techniques Summary

Facilities + Amenities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Paved multi-purpose trails	●	●	●	●
Indoor fitness centers	●	●		
Restrooms at parks	●			
Senior center	●			
Sidewalks	●		●	●
Recreation center	●	●	●	
Indoor pool	●		●	
Natural areas/nature parks	●			
Unpaved walking & hiking trails	●			
Indoor gymnasium	●	●		
Outdoor picnic areas	●			
Playground	●	●		
Teen center	●			
Outdoor pool	●	●		
Splash pad/spray ground	●	●		
Multi-purpose fields	●	●		
Community gardens	●			
Dog park	●			
Amphitheater	●			●
Mini golf	●			
Skating rink	●	●		
Basketball courts	●	●		
Tennis courts	●			
Golf course	●			
Baseball fields	●			
Skate park	●			
Softball fields	●			
Football fields	●	●		
Soccer fields	●	●		
Dirt bike park	●			
Music recording studio	●	●		●
Disc golf course	●			
Boxing ring	●	●		
Lacrosse fields	●			
Pickleball courts	●			
Rugby fields	●			

Figure 2.99

Council District 7 Program + Activities Analysis Techniques Summary

Programs + Activities	Analysis Techniques			
	Statistically Valid Survey	Elected Official Interview	On-line Survey	Virtual Public Meeting
Fitness/wellness programs	●	●	●	●
Learn to swim	●		●	●
Community special events	●		●	●
Movies in the park	●			
Cooking classes	●			
Senior leisure programs	●			
Health education programs	●			●
Water fitness	●			●
Senior classes	●			
Arts/painting/crafts/drawing classes	●	●		●
Performing arts/dance	●	●		
Recreation sports programs	●	●		
Teen programs	●			
Camps (summer/school break)	●	●	●	●
Educational lecture series	●			●
Before & after school programs	●	●	●	
Programs for people with disabilities	●			
Athletic special events	●	●		
Adult athletic leagues	●			
Competitive sports programs	●	●	●	
Music programs	●	●		
Adult education	●			●
Kickball	●			
Programs with children's meals	●			
Child day care	●			
Video gaming/virtual gaming	●	●		●
Digital media, photography programs	●	●		
Nature programs	●			●
Art exhibits	●	●		
Film programs	●	●		
Martial arts	●	●		
Preschool programs	●			
Boxing programs	●	●		



LONG-RANGE VISION

3.0 INTRODUCTION TO THE LONG-RANGE VISION

As a new municipality, the City of South Fulton is in a unique position to establish the principles and strategies that will guide the city's progress in the coming years.

Parks and recreation systems are a vital and distinctive component of any city. City of South Fulton leadership has the opportunity now to shape the role and importance of the Department within the city's urban context. The Parks, Recreation, and Cultural Affairs Department (PRCAD) can be an integral component of the City's continued positive growth, helping to address many of the challenges and opportunities the city faces.

The Existing Conditions and Needs and Priorities Assessments provided a strong framework on which to build a vision for the PRCAD for the next 10-years and beyond. Analysis of these assessments resulted in six key findings that summarize the broad range of information compiled and explored:

- 1 Continue Positioning Parks, Recreation, and Cultural Affairs as Essential Services**
- 2 Upgrade Existing Parks, Recreation, and Cultural Facilities**
- 3 Ensure Equitable Access**
- 4 Enhance Marketing + Communications**
- 5 Customize Parks, Recreation, and Cultural Priorities**
- 6 Maximize Resource Generation + Allocation**

Based on these findings and informed by specific results from the Existing Conditions and Needs and Priorities Assessments, a visioning workshop was scheduled with PRCAD staff in October 2020 to explore the following topics:

- Department Guiding Principles
- Park System Facility and Amenity Improvements
- Funding and Earned Income
- Parks, Open Space, and Trail System Expansion
- Programming
- Staffing and Operations

The visioning workshop began the process of developing a Long-Range Vision for the DPRCA. This Long-Range Vision is comprised of a Mission and Vision statement, Guiding Principles, and Actions that will guide the department over the next 10 years and beyond. The following sections explore each of these elements in more detail.

3.1 FRAMEWORK

3.1.1 Mission and Vision

The following mission and vision statements were developed to guide the PRCAD over the next 10 years and beyond:

Mission: Build community through **high-quality** and **equitable** parks, trails, recreation, and cultural experiences.

Vision: Create an interconnected system of parks, trails, recreation, and cultural experiences that **strengthen the sustainability** and **resiliency** of the City of South Fulton.

Below

The Wolf Creek Trail was the first multi-use trail in unincorporated southern Fulton County, now owned by the City. The trail represents the kind of high-quality infrastructure that provides multiple benefits to the community.



3.1.2 Guiding Principles

Six Guiding Principles were established to guide the application of the PRCAD's mission and vision. Every decision that the PRCAD makes moving forward should be measured against these Guiding Principles, using quantifiable standards to be established during the implementation phase of the project:

Reinforce safe communities and identity



Ensure that parks, trails, and facilities enhance community safety and establish a sense of identity for the City of South Fulton.

Foster economic development



Ensure that parks, trails, and facilities advance economic development in the City, and that recreation and parks are a strategic component of the City's overall development strategy.

Maximize awareness



Maximize public awareness to boost the use of parks, recreation, and cultural opportunities through comprehensive branding, marketing, and public engagement efforts designed to reach all residents.

Enhance equity and inclusivity



Ensure that recreation, parks, and cultural offerings are inclusive of, and attempt to meet the needs of, all individuals, families, and communities regardless of race/ethnicity, creed, socio-economic status, age, sex, or ability.

Promote excellence in education, health, and wellness



Plan and design parks, recreation, and cultural experiences that promote education and encourage physical activity, exposure to nature, and positive social interaction.

Improve financial, environmental, and social sustainability



Regularly monitor and evaluate PRCAD system conditions, offerings, community perceptions, and socioeconomic context in order to efficiently prioritize investments in park upgrades, recreation programming, and facility improvements. Ensure close coordination with other City departments, including Public Works, Community Development, and Economic Development, to seek creative means to partner on projects.

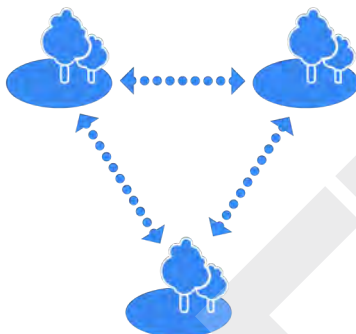
3.2 STRATEGIC ACTIONS

To begin implementing the Mission, Vision, and Guiding Principles, three Action strategies were developed:



Refresh

Refresh refers to a comprehensive upgrading of the DPRCA system, with a particular focus on facilities, and additional updates to programs and staffing, as necessary. Facilities upgrades may include renovations, replacements, and/or improvements to create a cohesive and high-quality appearance and experience throughout the system.



Connect

Connect refers to the creation of physical linkages, like trails, as well as expanding awareness and partnerships to support the offerings and benefits of the system.



Develop

Develop refers to expanding the system's parks, facilities, programs, and staff to keep pace with the City's growing population, and ensuring that all development in South Fulton considers the implications and opportunities for recreation and parks.

Each of the three Actions also relate to three targeted focus areas: Programs, Places, and People.

Programs refers to any organized activity and service that DPRCA provides its customers.

Places refers to physical locations that DPRCA owns, operates, and manages such as parks, indoor recreation centers, and recreation facilities.

People refers to DPRCA staff and contractors that provide services to their customers.

The following sections provide a description of each of the Actions and how they relate to programs, places, and people.

3.2.1 Refresh



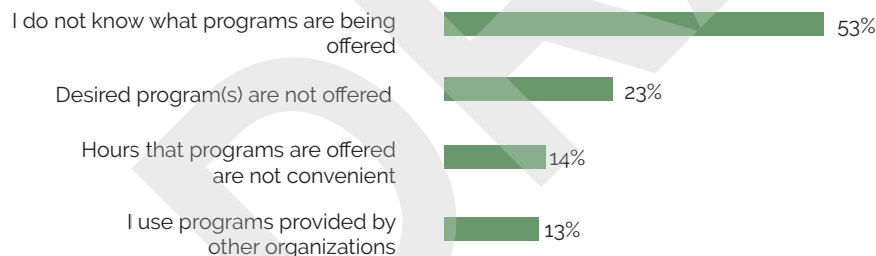
The PRCAD was primarily formed from existing Fulton County facilities when the City of South Fulton was incorporated in 2017. Over the last four years, the Department has gradually established a new culture of management of these facilities, as many of the parks and centers were long-established recreation amenities within their communities. This plan, as the City's first comprehensive park system plan, builds off ongoing efforts to establish the identity of PRCAD, marking a complete transition from Fulton County's management.

Refresh represents a strategy to upgrade PRCAD with this in mind, proposing actions to update programs, facilities, and organizational structure, to ensure the Department can grow and thrive over the next 10 years and beyond.

Refresh Programs

Refresh Programs refers to re-energizing programs that have stagnant or declining participation by improving the quality and times offered with existing programming, and building the brand through program standards while ensuring the best customer experience. These actions are supported by the Statistically Valid Survey and the service assessments. The survey results identified three of the reasons that prevent them from using activities/programs offered by PRCAD which are show in Figure 3.1. As programs are improved, it is important to address these reasons and to ensure new programs are offered at the most appropriate times and days of the week for increased participation.

Figure 3.1
Reasons that prevent participation in programs



To assist PRCAD in aligning programs with the community need, the Statistically Valid Survey asked about the day of week and the time of day that residents would have availability to participate and/or visit facilities. Figures 3.2 and 3.3 depict residents' availability to participate in programming identified by day of the week and time of day. The figures identify the greatest response in dark green and lighter shades of green for the second and third greatest responses. The survey also asked about the amount of time to travel. As seen in Figure 3.4, 60% of residents that would like facilities and programming to be within two miles (1 mile + 2 mile).

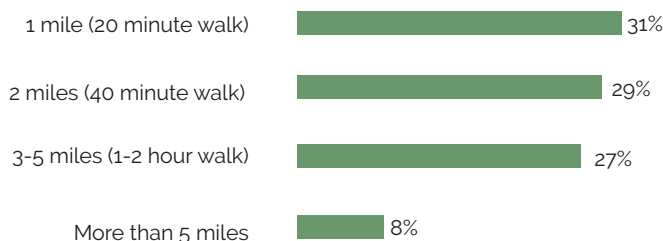
Figure 3.2
Availability of Residents by Age Group and Day of the Week

	Child (Under Age 6)	Youth (Ages 6-12)	Teen (Ages 13-17)	Adult (Ages 18-59)	Adult (Ages 60+)	Family
Sunday	33%	27%	27%	40%	26%	45%
Monday	25%	22%	24%	35%	47%	23%
Tuesday	29%	22%	23%	37%	49%	24%
Wednesday	27%	24%	27%	36%	50%	26%
Thursday	28%	23%	22%	35%	48%	22%
Friday	30%	30%	30%	40%	42%	33%
Saturday	48%	47%	45%	60%	48%	51%

Figure 3.3
Availability of Residents by Age Group and Time of Day

	Child (Under Age 6)	Youth (Ages 6-12)	Teen (Ages 13-17)	Adult (Ages 18-59)	Adult (Ages 60+)	Family
Morning	22%	12%	7%	22%	48%	18%
Afternoon	26%	24%	24%	27%	36%	28%
Evening	29%	28%	31%	38%	19%	29%
Anytime	23%	17%	20%	29%	23%	32%

Figure 3.4
Maximum Amount of Time Traveling to Facilities, Programs, and Activities

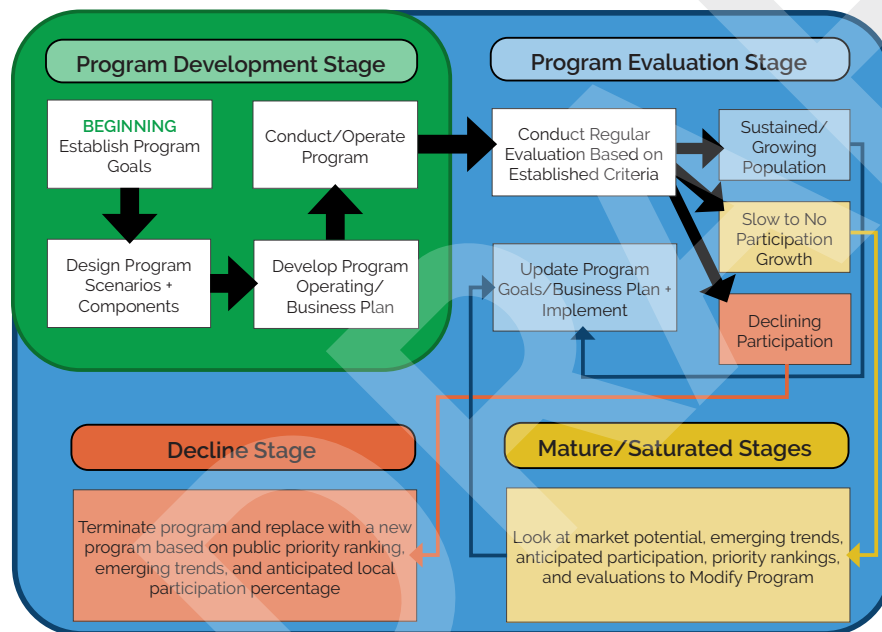


During the program assessment, PRCAD staff and the consultant team identified the need for a centralized approach in the development, implementation, and evaluation of programs. To create a centralized approach, program standards and a quality assurance program should be developed.

This can be applied to improve existing programs during development prior to implementing as part of new programming. Program standards are a best practice to help inject consistency into developing and implementing programs in a quality manner that builds the PRCAD brand. A quality assurance program is also a best practice to ensure the appearance of staff, the curriculum and outcomes of the program reinforce the PRCAD brand.

It is important to annually evaluate programming based on the program standards, quality assurance, participant perception and participation levels. Using the participation levels as the key performance indicator, the PRCAD can identify the lifecycle stage each program or event is in and take the appropriate action using the evaluation matrix in Figure 3.5.

Figure 3.5
Program Evaluation Cycle with Lifecycle Stages



Moving forward, DPRCA should consider the following actions to refresh programs:

- Re-energize stagnant programs with new curriculum of activities and retire declining programs. Retired programs should be replaced with new programs the public identified a need for in the high priority investment rating.
- Improve the quality of programming with the development of program standards that create consistency in service delivery.
- Offer saturated and new programs at the preferred time and day identified by the public by age group.

Refresh Places

Refresh Places refers to allocating needed resources to improve the quality, appearance, and experience of parks, indoor recreation facilities, and cultural facilities owned, operated, and managed by the PRCAD. This action is consistent with the top two priority actions residents and elected officials identified as necessary to improve the recreation and parks system. As illustrated in Figure 3.6, the results of the Statistically Valid Survey demonstrate that the two most supported actions to improve the system are renovating existing outdoor and indoor facilities, as discussed in the Needs + Priorities section. The expressed need was also consistent with the various Levels of Service analyses that suggests the quality of parks throughout the city is not consistent. Additionally, the City spends less than comparable cities and national benchmarks on parks and recreation operations and maintenance services.

Figure 3.6
Level of Support for Improvements

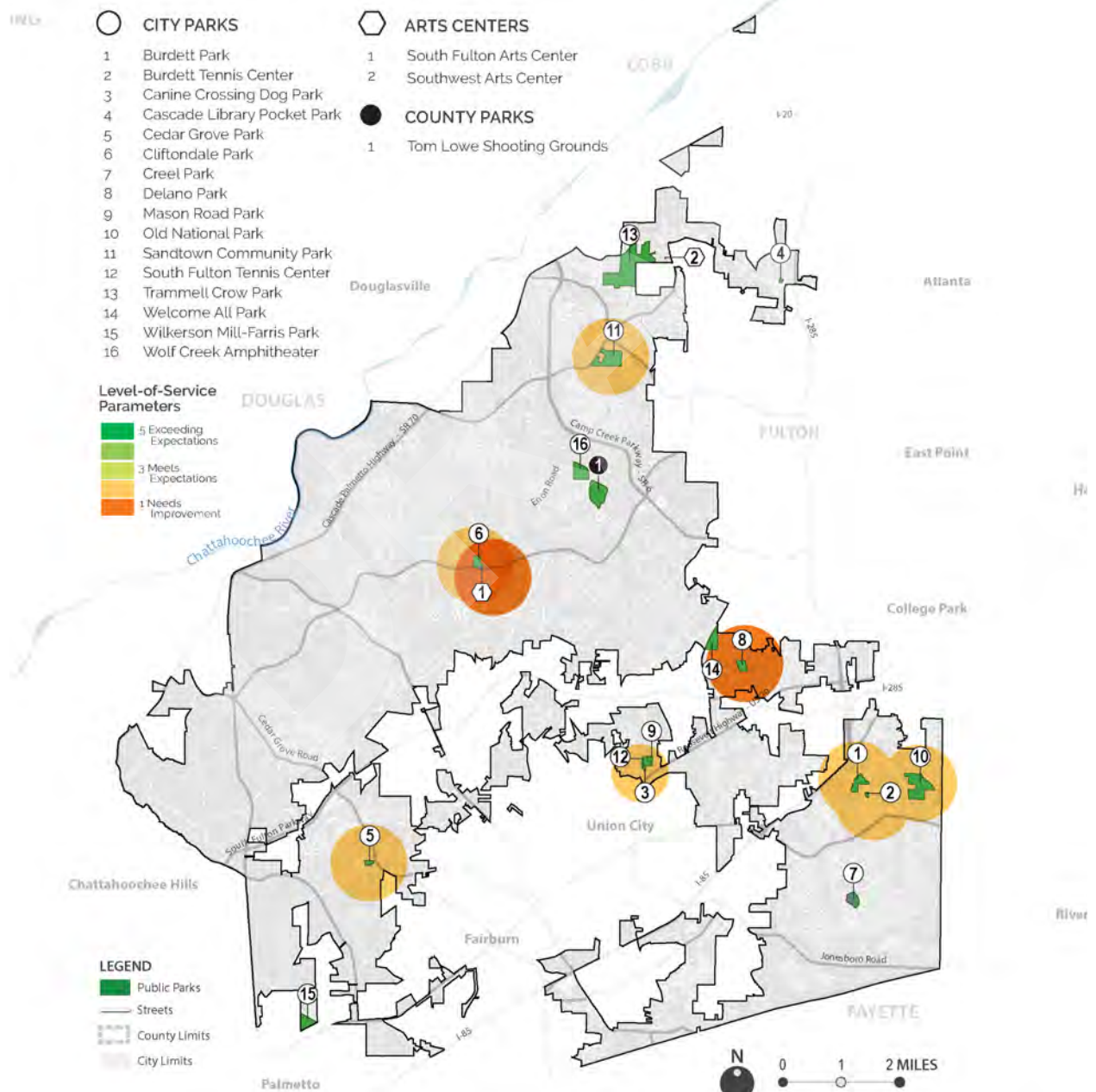


During the Existing Conditions Analysis phase, PRCAD staff and members of the consultant team visited all city parks, recreation centers, and cultural facilities. While relatively subjective in nature, the data gathered during these site evaluations suggested which parks and facilities were in need of improvements as compared to the benchmark parks in the system.

Specific park system-wide improvements identified included fixing broken amenities and upgrading facilities such as lights, seating and tables, recreation facilities, signage and wayfinding, and playground equipment; providing additional amenities to ensure each park has a diverse “mix of things to do;” renovating/remodeling buildings to be more inviting and modern; and upgrading landscaping to enhance visibility and appearance in parks by removing overgrown and hazardous trees, plants, and invasive species.

The map in Figure 3.7 depicts the parks that were identified to be in need of improvements.

Figure 3.7
Parks in Need of Improvement



Moving forward, PRCAD should consider the following actions to refresh places:

- Establish a unified PRCAD "brand," with a comprehensive graphic look and color palette to be implemented in new signage and media, and to be used in re-painting and rebranding of facilities.
- Explore potential of hiring Parks, Recreation, and Cultural Affairs Project Manager to collaborate and lead Park Capital Improvement Projects (CIP) with Public Works.
- Follow recommendations in the URA Facility Prioritization Strategy Plan (Sep. 2020) to make necessary repairs/replacements, prioritizing the "Major Repair" items (Figure 3.8). Immediate Deficiency's total for DPRCA is \$13,677,471, which exceeds the URA funding allocations for Facilities (\$10,669,983), requiring DPRCA to make strategic decisions in project spending.
- Regularly updated residents on work progress.

Figure 3.8
Immediate Deficiency per Parks & Recreation Facility

Area	Facility	Cost
District 1	Sandtown Park	\$758,480
	Southwest Arts Center	\$57,364
	Trammell Crow Park	\$232,887
District 2	Cliftondale Park	\$1,231,659
	South Fulton Arts Center	\$1,246,013
District 3	Canine Crossing Dog Park	\$59,077
	Delano Park	\$136,768
	Mason Road Park	\$99,281
	South Fulton Tennis Center	\$17,798
	Welcome All Park	\$2,183,031
District 4	Cedar Grove Park	\$165,094
	Wilkerson Mill Road Park	\$214,878
District 5	Burdett Park	\$535,222
	Burdett Tennis Center	\$75,306
District 6	Creel Park	\$163,073
	Old National Park	\$31,089
District 7	Parks and Recreation Administration	\$30,122
Total		\$7,237,142

- Develop/and or update specific maintenance levels of service for parks and trail corridors utilizing the NRPA maintenance standards that divide outdoor park maintenance into six different levels. These include:
- Adjust frequency of park maintenance and trash pick-up for parks and trail corridors based on established NRPA park maintenance standards. Where appropriate, consider matching Level 1 and Level 2 maintenance standard schedules to be more in line with surrounding single family home mowing schedules to support and strengthen neighborhood character and appearance.
- Increase resources to maintain parks based on established NRPA park maintenance standards.
- Develop a Parks, Recreation, and Cultural Affairs Security Plan, prioritize implementation of projects.

Refresh People

Refresh People refers to allocating needed funding to develop the “South Fulton Way” in service delivery, fill vacant positions and grow the business development within PRCAD, and achieve the desired community outcomes as identified in the Statistically Valid Survey.

Figure 3.9
Components to Journey Mapping

PRCAD needs to focus on high-quality interactions to deliver a consistent customer experience at every touchpoint. Journey mapping tells the story of how customers interact with PRCAD through a visual representation. The goal is for customer service to identify the customers, their needs and how best to deliver service the “South Fulton Way”. Figure 3.9 shows the interactions customers have with PRCAD showing where the focus needs to be in creating the best customer experience. It will be important for PRCAD to develop training for staff in delivering quality services.



Funding is needed for marketing the PRCAD services and increasing the community's awareness of the PRCAD facilities, services and telling the story of benefiting the community. Best practice for marketing parks and recreation services is 2-3% of the overall budget. To accomplish this the Consulting team have identified the need for additional staff. This includes filling vacant positions and adding positions to take a proactive approach to delivering quality services and making residents aware of what is available.

The customer journey mapping can help PRCAD increase awareness. Journey mapping will help to build the brand for the department and create quality customer experiences. Simultaneously the PRCAD will need to begin reinforcing the brand by telling the story of how services build community and demonstrate PRCAD living out the mission and guiding principles. Training all staff to seek out task and moments in daily operations that help to tell the story will help in developing content. PRCAD should begin with developing content around important dates to the city and the park system, including important dates from the Cultural Affairs Division. Existing staff within Cultural Affairs could also aid in the development of content and customer service standards, given the nature of services this division provides.

Moving forward, PRCAD should consider the following actions to refresh people:

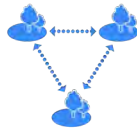
- Develop the "South Fulton Way" for customer experiences with the brand.
- Work with the City to fill vacant positions to build capacity for enhanced service delivery.
- Work with the City to gain funding for marketing services.
- Work with the City to develop a five-year personnel plan. Develop the plan and begin to identify costs and funding sources to ensure sustainability. The following positions were identified and can be seen in the example five-year personnel plan in Figure 3.10.
 - » Project Manager: to collaborate with public works and lead the implementation of park Capital Improvement Projects
 - » Marketing Specialist: to engage residents with content, contests, awareness campaigns and serve as brand quality monitor
 - » Business Development Manager: To coach staff for cost recovery/earned income and serve as one of brand quality monitors
 - » Athletic Director: To improve quality of program, coaches, and outcomes for the youth in the city
 - » Cultural Administrative Assistant: to aid with content development and customer service training
 - » Athletic Specialist: expand to e-Sports and improve the overall core program area in the transition

Figure 3.10

Parks, Recreation & Cultural Affairs Five-Year Personnel Plan

Division	Position Title	FT/PT	Salary	Funding Source
2022				
Maintenance	Maintenance Manager	FT	TBD	TBD
Administration	Southwest Arts Center	FT	TBD	TBD
Administration	Trammell Crow Park	FT	TBD	TBD
2023				
Maintenance	Maintenance Crew Leader	FT	TBD	TBD
Recreation	Athletic Director	FT	TBD	TBD
2024				
Maintenance	Canine Crossing Dog Park	FT	TBD	TBD
Aquatics	Delano Park	FT	TBD	TBD
2025				
Culture	Administrative Assistant	FT	TBD	TBD
Administration	Event Specialist	FT	TBD	TBD
2026				
District 5	Athletic Specialist	FT	TBD	TBD
New Position				
Vacant Position (Gap Fill)				

3.2.2 Connect



Parks systems function as an integral component of the urban design landscape, often comprising the 2nd largest public land area after road networks. Opportunities to create connections between the parks system and the communities they serve are nearly endless, and recent research (including studies of the effects of the Covid pandemic) suggest numerous benefits from a public realm well connected to parks and recreation opportunities, particularly natural greenspace.

Connect represents a strategy to organize the PRCAD with this in mind, proposing actions to adjust programs, provide facilities, and benefit personnel, to ensure the Department can grow and thrive over the next 10-years and beyond.

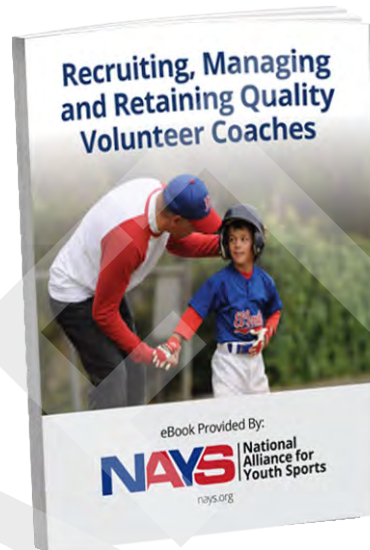
Connect Programs

Connect Programs refers to a focus on the equity and access to quality programs and events. Providing safe, quality programming refers to offerings that increase access in a user friendly manner. This action is consistent with input received from the public where 55% of the survey respondents would be willing to drive up to 15 mins or 2 miles for important programs, facilities and activities. To increase access, The PRCAD should take popular programs not tied to a special facility and offer them in a strategic-locations throughout the city. Scheduling programs at various parks and facilities across the city will help the PRCAD increase equity and access. Mapping these locations, the programs offered and participation using GIS will help the PRCAD demonstrate the increase in equity and access.

The need to connect youth and adults participating in the sports programs to quality program standards is present. Inconsistencies have been identified in delivering the youth sports experience and organizational preparedness. To help address this, standards should be developed implemented and required for the in house and external leagues to use the PRCAD facilities and fields. Child-centered policies outlining the expectation of youth sport providers on the safety measures, code of conduct, volunteer screening, and delivery of fundamentals are needed.

There are programs already established that help to address these types of issues. The National Alliance for Youth Sports (NAYS) is an industry leader and can provide immediate support including standards for improvement. The PRCAD should explore becoming a member of this organization or to develop standards and training in house that can be implemented with all leagues.

Benefits of Being a NAYS Member Organization
Educated Adults - Volunteers/Parents
Coach Rating System
Member Resources
Background Screenings
Coach Accountability Policies
Discounted League Insurance
Value
Flexibility
National Awards Eligibility
NAYS Support



Moving forward, the PRCAD should consider the following actions to connect programs:

- Increasing convenience to programs will increase the participation. The PRCAD should take popular programs not tied to a special use facility and implement them across the city in various facilities.
- To demonstrate the efforts of the PRCAD to increase equity and access, track and map the location of each program along with participation and satisfaction levels from evaluations handed out at towards the end of the program.
- Most important is to use the data collected from developing city-wide programming at various locations. Tell the equity and access story through mapping and increased participation.
- Develop Athletic Quality Standards or join an organization who has already developed standards and program delivery including coach and youth training.

Connect Places

Connect Places refers to providing safe, high-quality linkages to physical locations that DPRCA owns, operates, and manages such as parks, indoor recreation centers, and recreation facilities. This action is consistent with input from elected officials and the public where safe, multi-modal access to parks was identified as an important need. Figure 3.11 illustrates findings from the SVS showing Paved Multipurpose Trails as the highest priority amenity, and as the highest single proposed budget allocation (Fig. 3.12).

Figure 3.11
High Priorities for Investment

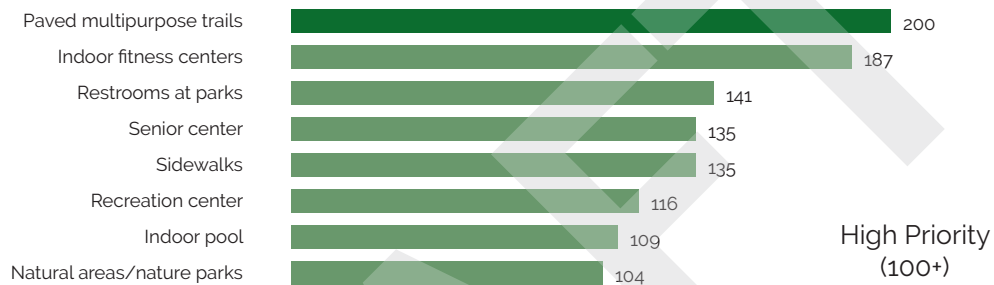
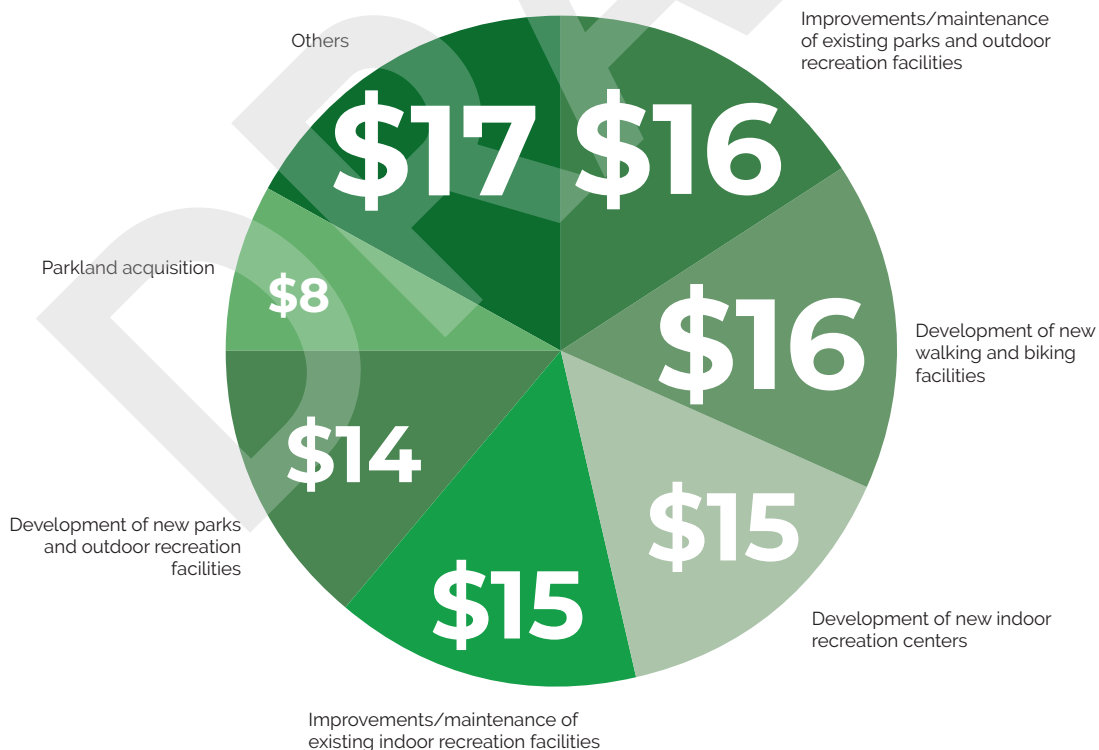


Figure 3.12
Hypothetical Spending of \$100 Budget



The Needs and Benefits of High Quality Linkages

Connect Places also aligns with national trends in urban design, mobility, and recreation. Walking and biking are two of the most popular recreational activities in the United States. These activities have grown in popularity over the last decade as the trend of improving personal health and wellness through active living continues to grow.

Additionally, the creation of high-quality infrastructure for walking and biking has been shown to provide multiple benefits.

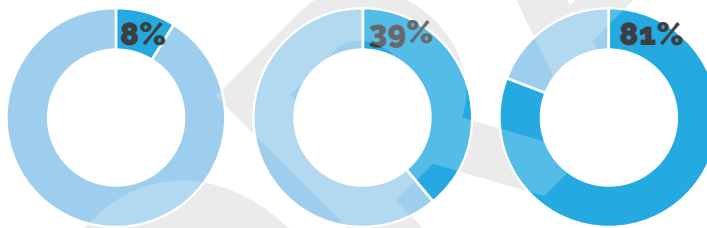
First, the creation of high quality bike or light individual transit (LIT) infrastructure has been proven to encourage residents to use their cars less and their bicycles more. For example, studies show that separated or protected bicycle facilities increase ridership and safety by wide margins.³ And research has shown that lack of sidewalks and safe places to bike are primary reasons people give when asked why they do not walk or bicycle more.⁴

Population Segment that are Strong and Fearless **◀ 1%**

Population Segment that are Enthused and Confident **7%**



Of the “Interested but Concerned” population segment, percent who are comfortable on streets with:



NO BIKE FACILITY



A BIKE LANE



**HIGH-QUALITY
SEPARATED BIKE FACILITY**

Source: Roger Geller (2005) and Jennifer Dill (2012)

Creating high quality linkages could also play a significant role in the potential to shift the share of trips from vehicles to active modes. Approximately 50 percent of trips taken in the United States can be accomplished by riding a bicycle for 20 minutes and 25 percent of short trips can be completed by walking 20 minutes or less.⁵ However, nationally less than 1 percent of daily trips are made by bicycling and less than 11 percent by walking⁶ — meaning that people are getting in cars to make these very short journeys. In American cities, 28 percent of trips are less than 1 mile, yet 60 percent of these trips are made using cars.⁷

Additionally, connecting communities to parks with multi-use trails (also called Shared Use Paths) offers the potential benefit of economic development along trail corridors. Numerous recent examples around the country suggest private development is strongly attracted to public investment in parks and trails, with Atlanta's BeltLine a frequently cited example.

The Atlanta BeltLine - A Case Study of How Trails Can Lead to Economic Development

The Atlanta BeltLine is touted as one of the most comprehensive transportation and economic development efforts ever undertaken in the City of Atlanta. It consists of a planned loop of 22 miles of modern streetcar (an expansion of the Atlanta Streetcar), 33 miles of multi-use trail, and 2,000 acres of parks. It will open in phases through the anticipated completion in 2030.

Critical to the marketing, promotion, and success of the project has been the tracking of key indicators used to promote the successful progress of the project, particularly economic development indicators. Two of those indicators are noted below and are a testament to the impact that trails can potentially have in communities.

Economic Impacts - The Atlanta BeltLine Eastside Trail has led to:

- **Over \$1 Billion worth of private real estate redevelopment projects within 1/2 mile of the trail.**
- **For every \$1 of public investment, the Atlanta BeltLine has generated \$7 of private investment.**

Source: Atlanta BeltLine.org



Considering the national trends related to health and wellness, the potential for economic development, and the increase in ridership fostered by high-quality bicycle/LIT facilities, it is no surprise that walking and biking facilities were identified as the highest priority need by City of South Fulton residents.

This Vision proposes to build on this momentum by proposing a robust, inter-connected trail network of high-quality linkages.

From an urban design perspective, Paved Multi-Purpose Trails are the best tool to create a network of high quality linkages. Trail facilities can take a variety of forms and to create a truly connected city typically involves using a variety of designs, depending on the context of the area.

Proposed high-quality linkages include:

High-Quality On-Street Facilities – Streets integrated with high-quality bicycle facilities, where appropriate, such as bike lanes, buffered bike lanes, cycle tracks, and side paths, including wide landscaped buffers, street trees, street lights, and public art.

Bike Lane



Buffered Bike Lane



Cycle Track



Separated Side Path



High-Quality Off-Street Facilities – Paved multipurpose trails that provide fully separated, alternative modes of transportation and opportunities for recreation.



These high-quality linkages should connect residents and visitors to key destinations throughout the City of South Fulton, including (but not limited to): City and County parks, commercial centers, public schools, grocery stores, government buildings, churches, etc.

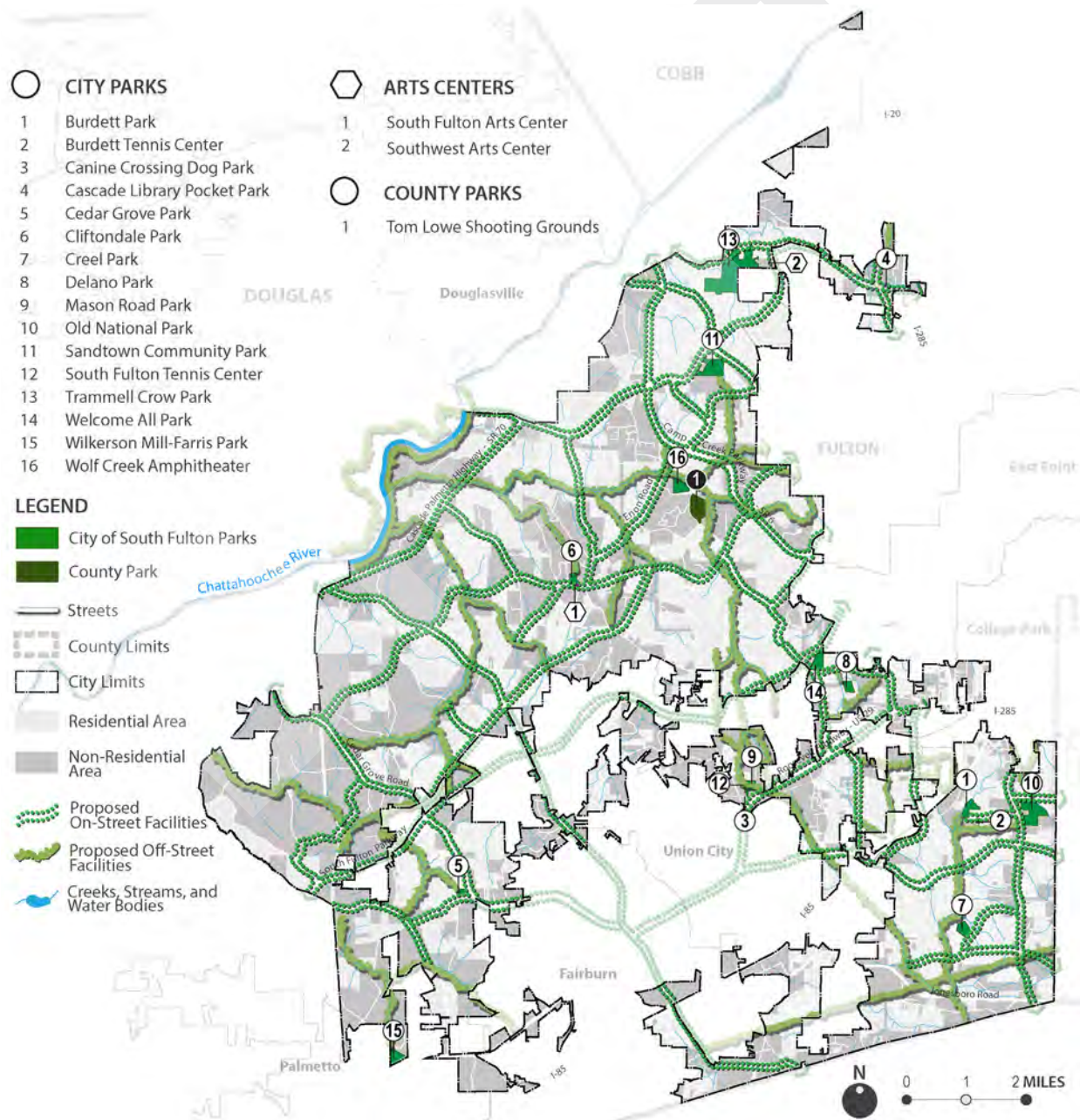
This vision can be achieved incrementally as the City grows – but it is vital to update the City's roadway design standards and land development codes to ensure that each incremental improvement contributes to the overall vision.

Specifically, this includes advocating for the implementation of sidewalks that are ADA accessible, lighted, separated from the road with a vegetated buffer, include tree plantings where possible, and include controlled and uncontrolled crosswalks to ensure safe and comfortable access within a ½ mile walking shed around the city's parks. The PRCAD should collaborate with other city departments (Department of Public Works) and agencies (GDOT) to advocate for these safe pedestrian and bicycle connections to South Fulton's parks and indoor recreation and cultural centers.

Finally, the PRCAD should continue to coordinate with other agencies such as Fulton County, PATH Foundation, Aerotropolis CID, and others, to implement this vision.

The map below shows a proposed network of linkages that expands on the previously recommended bicycle and trail alignments (South Fulton TrailNet) to develop a long-range vision for high-quality On-Street and Off-Street Multi-Use Trail Facilities in the City of South Fulton.

Figure 3.12
Proposed High Quality Linkages



As new trails are developed, the PRCAD should also consider opportunities to creatively use Right-of-Way (ROW) for recreational amenities. Recent multi-use trail projects in Atlanta (including the BeltLine, PATH400, and Peachtree Creek Greenway) provide numerous precedents that the PRCAD could look to for inspiration. Along PATH400, extra space adjacent to the trail was used to create community garden beds and seating areas.

Right

(Top) Original Conditions on PATH400 corridor

(Bottom) Rendering of proposed PATH400 trail with amenities for activation, including community garden beds, seating, outdoor fitness equipment



Finally, "park zones" are recommended along the roads surrounding the City's parks. Similar to school zones, park zones would alert vehicles that they are approaching and passing alongside a park and should reduce their speed to 15-25 miles per hour (potentially including the use of speed reduction devices, i.e. speed bumps/humps, etc.). These zones should be considered for park-adjacent roads throughout the city, which would help South Fulton pursue the goals of the Vision Zero initiative, increasingly being adopted by cities across the country, including Atlanta and Macon.

Below

A park zone may be created by signage and lighting as in the existing example (top) or through more creative placemaking design, as seen in the rendering (bottom).



Moving forward the PRCAD should consider the following actions to connect places:

- Develop a Trails, Bikeways, and Pedestrian Master Plan (updating and expanding the South Fulton TrailNet based on the proposed map of linkages included in this plan) including detailed maps of existing and proposed corridors and destinations, defining the character and dimensions of each segment; overlays with Fulton County transportation plan; design standards and codes as outlined above; a wayfinding/signage system; and a phased funding and implementation plan that defines the roles and responsibilities of the City, County, State, and Federal transportation agencies; and private developers. A potential goal is to ultimately provide access to the trails system within ½ mile of every resident, creating a fully trail connected city.
- Re-examine the prioritization of implementing the model mile trail plan within the context of other trail projects proposed in the Trails, Bikeways, and Pedestrian Master Plan to ensure trail bikeway, and pedestrian capital investment are targeted to areas of largest need and impact.
- Coordinate with other government departments and agencies, such as DPW and Georgia Department of Transportation (GDOT), to advocate for pedestrian and bicycle connectivity (particularly during road resurfacing and redesign projects), specifically addressing parks that currently lack access.
- Coordinate with DPW to advocate for the implementation of Park Zones around city parks and indoor recreation centers.
- Coordinate with other agencies and organizations, such as the PATH Foundation and Aerotropolis CID, Atlanta Regional Commission (ARC) to advocate for the implementation of established bicycle and trail vision plans and ensure LIT connectivity to the City's parks and indoor recreation centers.
- Coordinate with Metropolitan Atlanta Rapid Transit Authority (MARTA) to advocate for transit service at community serving parks.

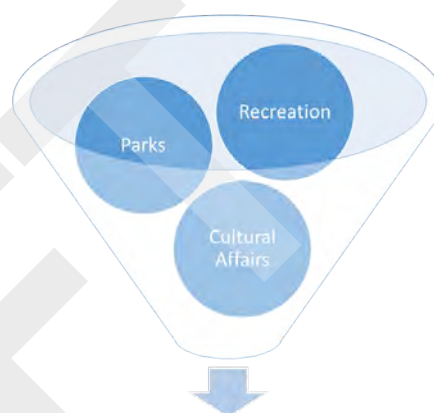
Connect People

Connect People refers to connecting staff to all divisions of the PRCAD building more teamwork, standards, best practices, the master plan implementation, resources, and knowledge. These actions are supported from staff workshops and organizational needs to achieve desired outcomes from the master plan. Creating a customer service culture with increased knowledge and resources build capacity and morale. Building capacity and morale increases achieved outcomes and helps to reinforce the brand and quality customer experiences.

To help connect all staff to each division, fully incorporate Cultural Affairs into the Department. Develop management teams with individuals from each division to enhance and promote Cultural Affairs facilities and services. Internal diversity of perspective will ultimately broaden the reach for the PRCAD services to segments of the population that may not typically show an interest in certain offerings.

Moving forward the PRCAD should consider the following actions to connect people:

- Develop cross-divisional teams to implement the Master Plan and develop solutions.
- Develop cost of service model, building the knowledge, understanding and capabilities of division staff.
- Develop Key Performance Indicators (KPIs) for each division, revenue generating facility, and core program area.
- Connect staff to resources including funding, technology, equipment, local boards/committees, Georgia Recreation and Parks Association (GRPA), NRPA, Commission for Accreditation of Parks and Recreation Agencies (CAPRA), and City Parks Alliance.
- Develop Cultural Affairs assessment to define operations, assets, partnerships, opportunities, and campaigns to increase awareness. Building a team to go through the process of assessing Cultural Affairs will continue to incorporate the division into the PRCAD and go a long way in division staff feeling like part of the team.



3.2.3 Develop



Since 2010 as unincorporated Fulton County and through incorporation, the City of South Fulton has experienced consistent annual population growth of around 2%. Projections suggest this trend will continue and as the City grows, the PRCAD will need to grow along with it.

Develop is the strategy of proactively expanding the system, including programs, facilities, and staff, while monitoring the City's changing demographic conditions. It is also the political strategy of ensuring that the PRCAD is positioned to be an integral part of economic development growth as it occurs throughout the city, whether through integrating parks strategically into proposed developments, or pocket parks and public art included in commercial development on the City's primary corridors.

Develop Programs

Develop Programs refers to Development of new core program areas and programs, ongoing user feedback opportunities, and partnerships. These actions are supported by the community needs assessment, elected officials, the steering committee, public meetings, special event input and the analysis. Aligning programs and services with community needs is best practice and can include similar providers as partners with aligning missions. Partnerships will be needed to help share resources in the delivery of services and contain costs as the country sees increasing inflation impacting the cost of doing business.

As seen in Figure 3.13, the High priorities for activities and programs are in the core program areas of fitness/wellness programs, Learn to Swim, community special events, and senior leisure programs.

Figure 3.13
High Priority Investment for Activities/Programs



The PRCAD has initiated customer feedback opportunities with the master planning process. Continuing these efforts is important to the successful development of new quality programs and larger core program areas. Being relatively new, little customer feedback has been sought for programs that carried over from the County to the City jurisdiction. There are great opportunities to carry forward the focus groups and survey the PRCAD initiated with the master plan.

Partnerships can include enhancing successful existing partnerships and developing new partnerships with similar providers where services are provided for the same segments of the community. These may also be opportunities to increase awareness and the PRCAD reach to partnering organization members, customers and advocates. Partnerships will need to be fair and equitable to the PRCAD with terms that are focused on measurable outcomes. Best practices for a partnership policy and partnerships can be found in the program assessment chapter.

Moving forward the PRCAD should consider the following actions to develop programs:

- Using the program development process, create new core program areas and programming based on needs and trends in:
 - » Adult fitness/wellness
 - » Senior fitness/wellness
 - » Learn to swim
 - » Senior programs
 - » Special events
 - » Esports (virtual programming)
- Once new programming concepts take shape, begin identifying age segments, classification, pricing strategies, lifecycle stage, marketing methods, KPIs, and questions for the participant survey.
- Enhance programming through on-going customer feedback.
- Enhance existing partnerships and develop new ones to share in the delivery of services, expertise, and resources. Incorporate best practices into all partnerships identifying equitable terms and measurable outcomes.

Develop Places

Develop Places refers to adding new parks, recreation centers and cultural facilities to keep pace with the City's growing population, and ensuring that current per capita service levels are maintained or improved.

This plan proposes a framework for future development that allows the PRCAD to establish a culture of park and facility design that will be the pride of all residents and users.

Four sub-systems form the basis of the overall parks, recreation, and cultural system vision:

- **Parks**
- **Natural Areas**
- **Indoor Recreation Facilities**
- **Indoor Cultural Facilities**
- **Outdoor Recreation Facilities**

Parks

Parks are the fundamental element of any parks system. These are the spaces that are responsible for providing cities with multiple environmental, social, and economic benefits such as improving environmental quality, facilitating memorable activities, improving personal health and wellness, attracting business and development, and ultimately increasing city revenues. The City of South Fulton's parks system provides a great foundation for the City to achieve these multiple benefits. However, there are opportunities that need to be addressed to ensure the City's continued positive growth.

For example, it appears that the City needs additional park land. This is consistent with the Access Level of Service (LOS) analysis, illustrated in Figure 3.14, which showed that parks are not located equitably throughout the City. Some residents have reasonable access to a park within 1 mile of their home while many others do not. Additionally, the City of South Fulton's Parks Acreage LOS of 5.4 acres per 1,000 population, is below all the compared benchmarks, as illustrated by Figure 3.15. This vision responds to these priority needs while also creating a systematic approach to providing a balance of parks that strengthen community, bolster social and environmental health, and economic prosperity.

In order to address this need, the Vision proposes to establish a city-wide Acreage LOS target of 12 acres per 1,000 population. To meet this target, the City would need to acquire 929 acres of park land by the year 2030. Additionally, three park typologies are proposed to help allocate park amenities and service:

- **Town Center Park**
- **Local Parks**
- **Community Parks**

The included prototypical park plans that represent these typologies suggest the typical size, the residential density, land use context, the distance that residents should be able to travel to get to the park space, and potential amenities. **Permitted** facilities refer to those facilities that are allowed in parks located in residential areas based on the compatibility with the size, location, and land uses surrounding the park. **Conditional** facilities refer to those facilities that may require special review by the surrounding neighborhood and the PRCAD before they are permitted in parks located in residential areas due to potential conflicts that may arise for users in the park as well as the surrounding neighborhood.

Figure 3.14
Access LOS for all City Parks

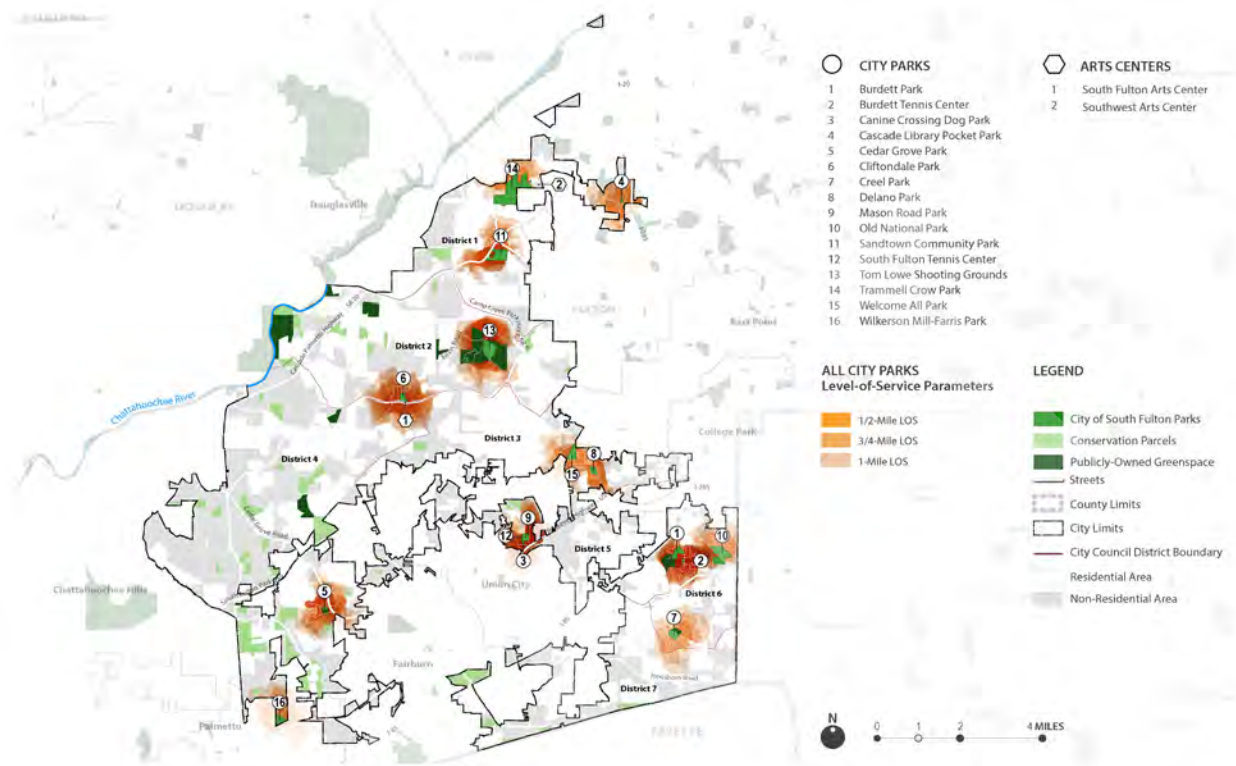
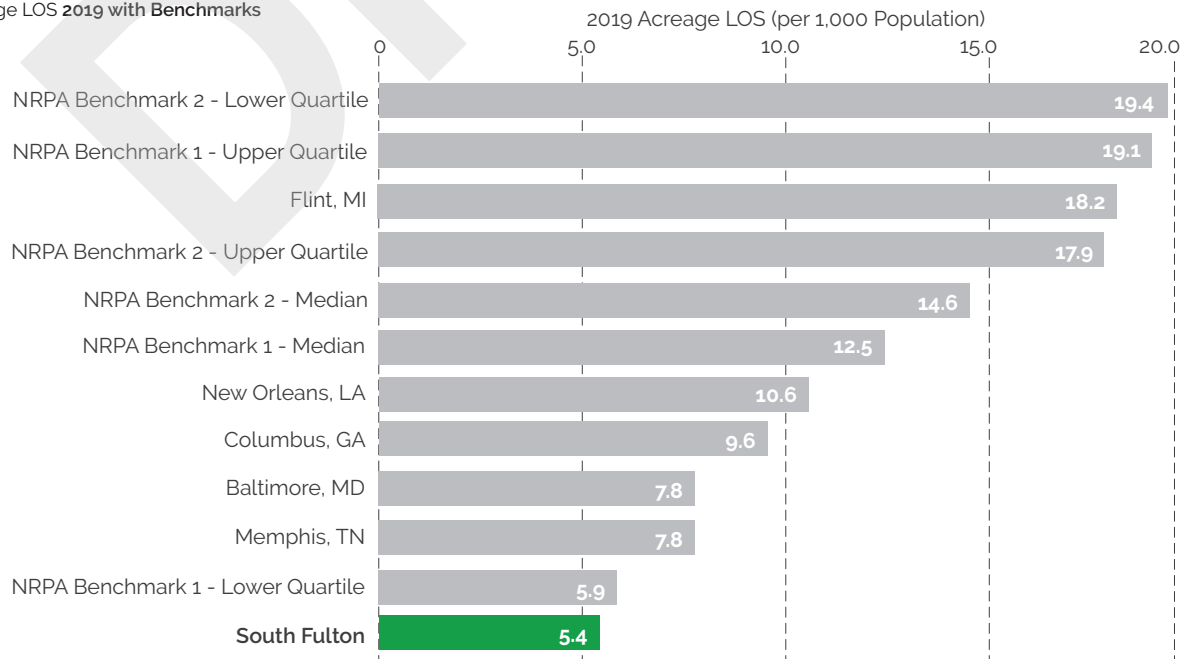


Figure 3.15
Acreage LOS 2019 with Benchmarks



Town Center Park

The City of South Fulton is exploring an opportunity to develop a municipal Town Center near the intersection of Enon Road and Camp Creek Parkway. Based on this opportunity, this plan proposes the development of a Town Center Park within the Municipal Town Center.

Similar to other metro Atlanta municipalities such as the City of Duluth, Smyrna, and the City of Sandy Springs, this Town Center Park has the potential to serve as the social and cultural heart of the City of South Fulton, hosting Holiday celebrations, special events, and civic festivities.

Figure 3.16 illustrates a prototypical layout of a Town Center Park and suggests a variety of amenities that may be considered for this space. Similar to the City of Sandy Springs, this space could be developed as part of a Public-Private Partnership with governmental, commercial, and multi-family residential uses.

Below

The City Springs greenspace in Sandy Springs (top) and the Town Green in Duluth (bottom) are examples of activated, popular park spaces that form the core of a redeveloped, mixed-use town center.



Figure 3.16
Conceptual plan for a Town Center Park



Size:

Generally 1 to 4 acres (average 2 acres)

Location + Context:

Mixed-Use Areas

Access Level of Service:

City-wide

Function:

Town Center Parks serve as the heart of the community. They are the primary location where civic, political, holiday, and special events are held. Facilities, amenities, and programmed events should consider the social, cultural, and civic needs of the community at-large as well as some of the needs of local residents living within walking distance of the park.

Additionally, Town Center Parks provide opportunities to address environmental challenges such as local stormwater management issues, biological diversity, and ecological, and habitat restoration.

Permitted Activities

- *Formal/informal stage/ amphitheater*
- *Multi-purpose open space*
- *Movable tables and chairs*
- *Multi-purpose walking path*
- *Outdoor table games (e.g., ping pong, foosball, chess, checkers etc.)*
- *Picnic area(s)*
- *Public art*
- *Play area*
- *Restroom*
- *Splash pad*
- *Wi-fi*

Sustainable Features

- Storm water management
- Native plants
- Recycling receptacles
- Energy efficient/Solar powered lighting
- Park system wayfinding
- Bike share
- Transit stop

Design Considerations:

- Park edges should be open, accessible, and surrounded by public rights of way.
- Consider designing adjacent roadways as shared-use streets that allow park activities to extend into the street therefore expanding the size of the park space.
- Park design should reflect the existing or anticipated need of the Town Center and compatible needs of local residents leaving immediately around the Town Center Park.
- Parking should be limited to on-street perimeter parking.
- Well-marked and signed crosswalks are required to ensure safe access to the parks.
- Recommend "park zones" that encourage motorists to reduce their speed should be incorporated on roads that surround the park.
- Fencing should not be used. If needed, consider ornamental and low fencing.
- Development surrounding the park should face onto the park. Wide sidewalks with shade trees should extend from the park into the surrounding development.

Local Parks

Because every park regardless of size serves the neighborhoods closest to it, all 16 parks in the City of South Fulton serve as local parks. However, when considering access to a local park at a 1-mile service area, numerous gaps exist across the city. To address the current gaps in local park access, this plan proposes the development of 14 new local parks, as illustrated in Figure 3.17.

Figure 3.17
Conceptual plan for a Local Park



Size:

Generally 3 to 10 acres (Recommended 10 acres)

Location + Context:

Residential and Mixed-Use Areas

Access Level of Service:

Walking distance, approximately 1/2 mile in high-density residential areas and 1 mile in low-density residential areas

Function:

Local Parks are the core green space of the parks system and serve the basic needs of nearby, neighborhood residents for passive and active, at-will and programmed social, cultural, and recreational uses. Programmed events should be limited to neighborhood serving events focused on the surrounding neighborhood.

Local Parks can also provide opportunities to address environmental challenges such as local stormwater management issues, biological diversity, and ecological, and habitat restoration

Sustainable Features

- Storm water management
- Native plants
- Recycling receptacles
- Solar powered lighting
- Park system wayfinding

Design Considerations:

- Small parks should have at least two public edges.
- While parks may include wetlands, natural areas, stormwater management facilities and other similar components, the minimum required acreage per LOS standard shall be dry, contain flat areas, and be free of encumbrances that would inhibit establishment of active recreation facilities as defined by the applicable prototype park.
- Limit the impact of the park and park users on private properties that abut the park, through green screens or dense vegetative barriers.
- Clear sightlines into the space from public edges are imperative to enhance safety and security.
- Well-marked and signed crosswalks that ensure safe access to the parks.
- Park zones that encourage motorists to reduce their speed should be incorporated on roads that surround the park.
- Low, ornamental perimeter fencing to prevent small children and/or balls or other play elements from inadvertently going into the adjacent streets.

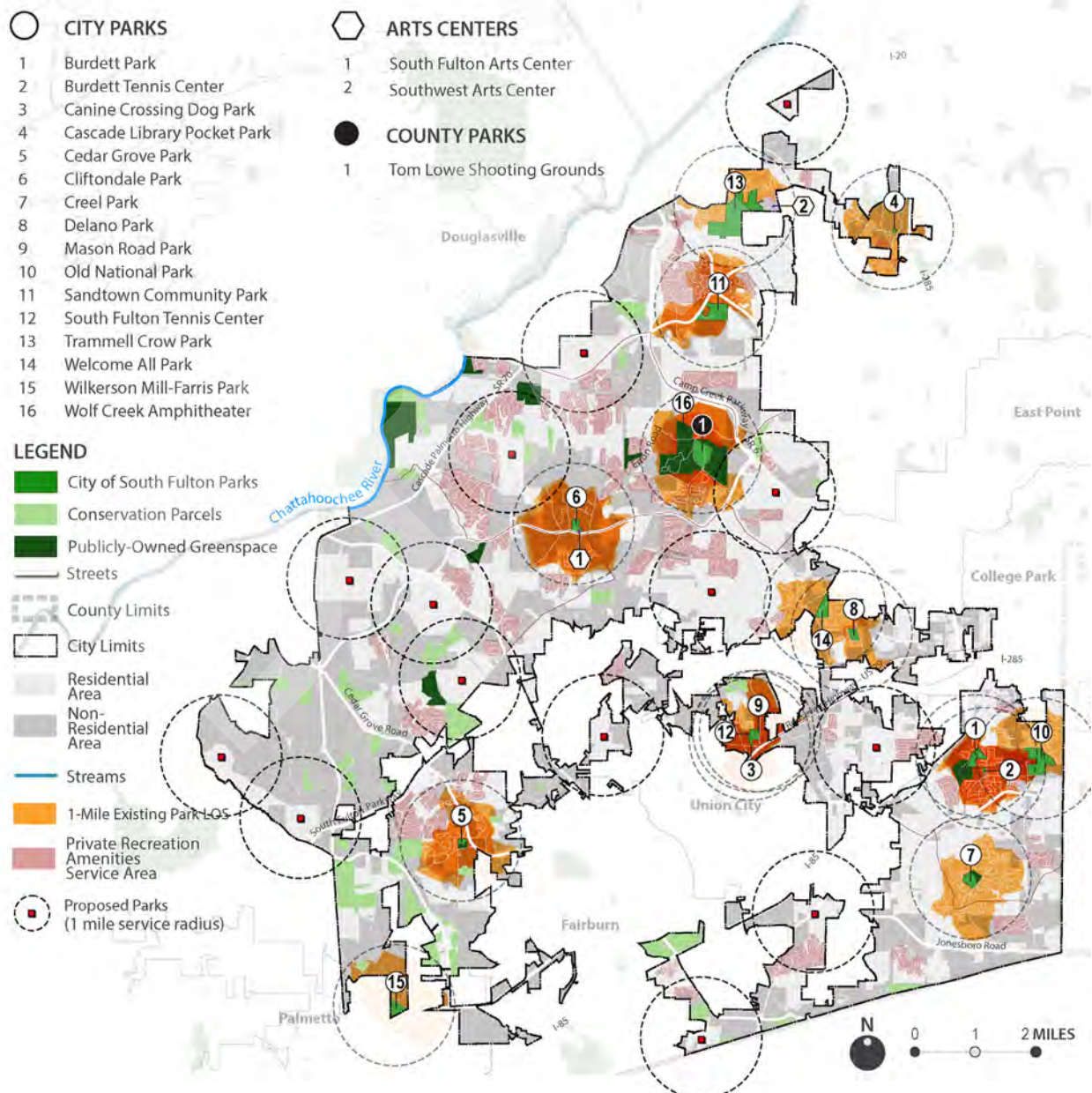
Permitted Activities in Low Density Residential Areas

- *Basketball court*
- *Exercise equipment*
- *Movable tables and chairs*
- *Multi-purpose open space*
- *Multi-purpose trail*
- *On-leash dog area*
- *Outdoor table games (e.g. ping pong, fooseball, etc.)*
- *Pickleball court*
- *Picnic area*
- *Public art*
- *Playground*
- *Restroom*
- *Sand volleyball court*
- *Splash pad*
- *Tennis court*
- *Wi-fi*

Conditional Activities in Low Density Residential Areas

- *Dog park*
- *Community garden*

Figure 3.18
Proposed Local Parks



Community Parks

The City of South Fulton currently has nine community parks, which are located predominately on the north and east sides of the city, with Wilkerson Mill-Farris Park alone on the southside. To address the current gaps in community parks, this plan proposes the development of five new community parks, as illustrated in Figure 3.19.

Figure 3.19

Conceptual plan for a Community Park



Size:

Generally 25 to 50 acres (Recommended 50 acres)

Location + Context:

Residential and Mixed-Use Areas

Access Level of Service:

Travel distance, generally between 2 to 3 miles

Function:

Community Parks are where residents go to socialize and recreate with the larger community, whether it's to play ball, have a picnic, take a class, swim in the pool or enjoy a concert or art show. Ideally, they should be located on a major street and in between neighborhoods to maximize access and to minimize disruption from lights, noise and traffic.

Community Parks should also play a larger role in addressing environmental challenges such as local stormwater management issues, biological diversity, and ecological and habitat restoration.

Sustainable Features

- Storm water management
- Native plants
- Recycling receptacles
- Solar powered lighting
- Park system wayfinding
- Bike share
- Transit stop

Design Considerations:

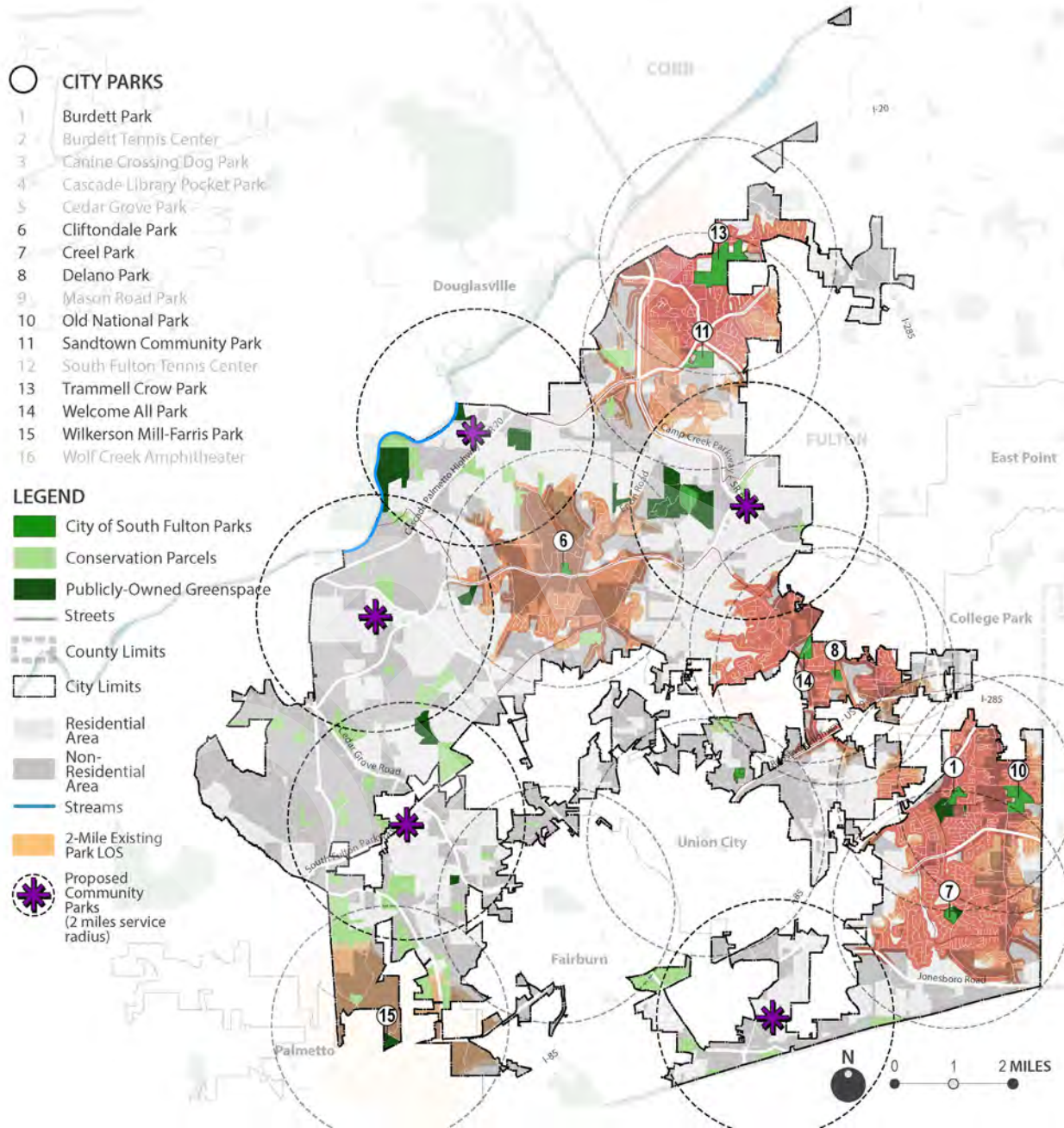
- Park design should reflect the existing or anticipated needs of community residents.
- ~50% of the park should be dedicated to active uses and ~50% to passive uses.
- While parks may include wetlands, natural areas, stormwater management facilities and other similar components, the minimum required acreage per LOS standard shall be dry, contain flat areas, and be free of encumbrances that would inhibit establishment of active recreation facilities as defined by the applicable prototype park.
- Restrooms should be integrated with a pavilion or shelter near the playground.
- Parking should be limited to on-street perimeter parking. Limited off-street parking should be provided.
- Well-marked and signed crosswalks required to ensure safe access to the parks.
- Recommend "park zones" that encourage motorists to reduce their speed should be incorporated on roads that surround the park.
- Fencing should be limited to activities that require it, such as a community garden or dog park. Otherwise, consider ornamental and low perimeter fencing if necessary.
- Development surrounding the park should face onto the park. Wide sidewalks with shade trees should extend from the park into the surrounding community.
- A Community Recreation Center may be developed in a Community Park. If developed within the park property, it should be developed on one of the corners of the property to address and frame the street and provide a public face to the park edge.

Permitted Activities in Residential Areas

- *Baseball field*
- *Basketball court*
- *Bike playground*
- *Community garden*
- *Dog park*
- *Exercise equipment*
- *Football field*
- *Movable tables and chairs*
- *Multi-purpose open space*
- *Multi-purpose trail*
- *Mountain bike trail*
- *On-leash dog area*
- *Outdoor table games (e.g. ping pong, fooseball, etc.)*
- *Pickleball court*
- *Picnic area*
- *Public art*
- *Playground*
- *Restroom*
- *Running track*
- *Sand volleyball court*
- *Skate park*
- *Soccer field*
- *Softball field*
- *Splash pad*
- *Swimming pool*
- *Tee ball field*
- *Tennis court*
- *Wi-fi*

To address the current gaps in community park access, this plan proposes the development of five new community parks, as illustrated in Figure 3.20.

Figure 3.20
Proposed Community Parks



Natural Areas

Natural areas are a distinctive type of park. By connecting residents with nature, they provide opportunities for respite, relaxation, and education about the importance of environmental stewardship. Additionally, natural areas provide cities with a multitude of environmental benefits. These benefits include protecting natural resources, improving water quality, addressing floods, and sustaining and enhancing wildlife habitat.

The Needs and Priorities Assessment indicated that one of the top priority resident needs was natural areas/nature park. The highest medium priority need was “unpaved walking & hiking trails,” as illustrated in Figure 3.20. These needs are consistent with two primary environmental challenges facing the Atlanta metro area—loss of natural areas and tree canopy, as well as poor water quality. Both of these challenges are related to, amongst other things, urban expansion. This is particularly problematic when development occurs within close proximity of creeks, streams, and floodplains. These sensitive areas are typically areas with the highest levels of biodiversity and largest potential for high-quality nature experiences.

This Vision proposes to create an interconnected system of parks and natural areas that protect high-quality natural areas and the City's network of streams, creeks, and floodplains. These areas could also provide residents with high-quality nature trail experiences that connect to the City's system of High-Quality Off-Street Linkages, previously discussed.

Below

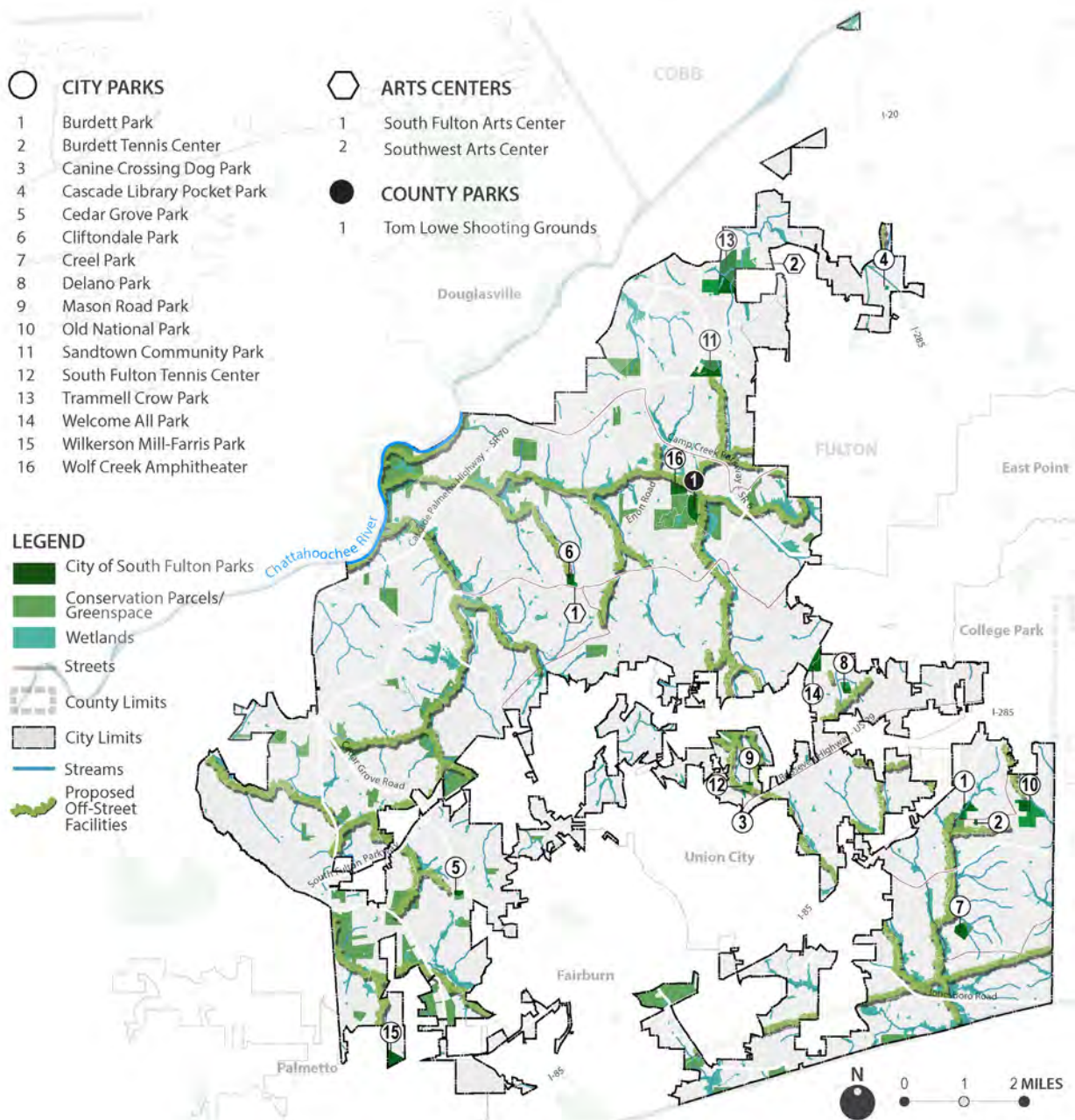
Granite boulders are a distinctive geologic feature found in Georgia's Piedmont region. The Campbellton Creek Nature Preserve protects these natural features and the forest that surrounds them.



Figure 3.21
Facilities PIR



Figure 3.22
Proposed Natural Area and Greenway Trail Network



Below

(Top) Existing conditions along Wolf Creek in South Fulton

(Bottom) Rendering of proposed trail depicting environmentally appropriate plantings and improvements to riparian buffer

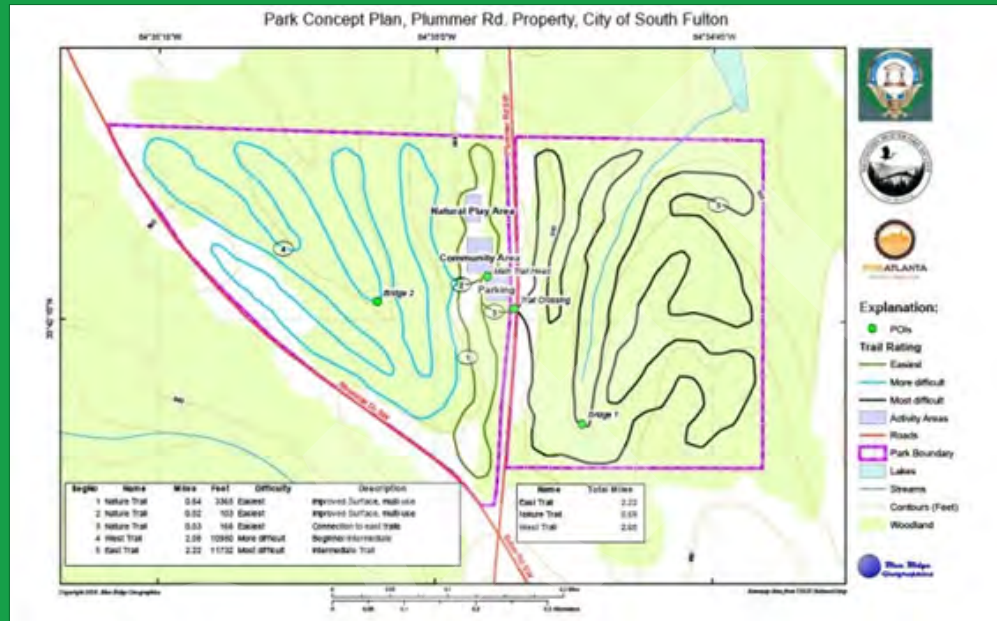


Campbellton Creek Nature Preserve - A Case Study of How Conservation Parcels and Strong Partnerships can lead to Natural Area Access

Campbellton Creek Nature Preserve is 81.5 acres of forest given to Southeastern Trust for Parks and Land (STPAL) in 2014. STPAL, in partnership with SORBA-Atlanta and the City of South Fulton, initiated the public recreation, environmental support, and nature-based

education building process. The preserve is in a transitional area between a heavy industrial/warehouse district and new residential subdivisions. It is a mostly hardwood forest, with some notable boulders. Its greatest value as conservation land may be its ability to catch and retain runoff rainwater from the nearby large warehouse and industrial facilities. In 2019 the park building team began the planning, permitting, partnering, and funding processes. Trail building began in 2020, and anticipated public opening is early 2021

Source: stpal.org



Indoor Recreation Facilities

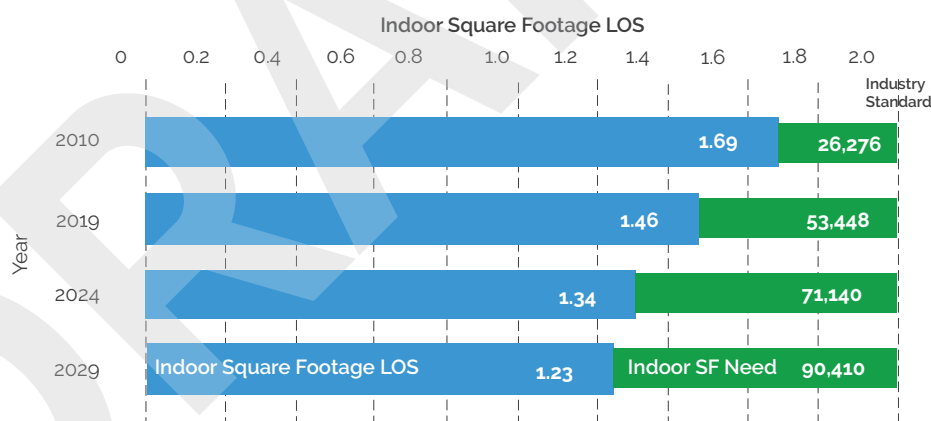
Like parks, indoor recreation facilities are a fundamental element of any parks system. In fact, the innovation of indoor recreation facilities occurred in the late 1800's along with neighborhood parks as a way to provide under-served residents with a variety of essential social, educational, and leisure programs and services close to home.

In the City of South Fulton, indoor recreation facilities are an integral part of providing residents with high quality programs and services. Currently, the City has seven buildings, five community recreation facilities and two arts centers, that provide residents with a mix of indoor amenities and programming opportunities. However, the current system presents some opportunities for improvement.

For example, all the existing facilities are located on the city's northern and eastern sides, with large areas on the south and west sides lacking access at a 3-mile service area.

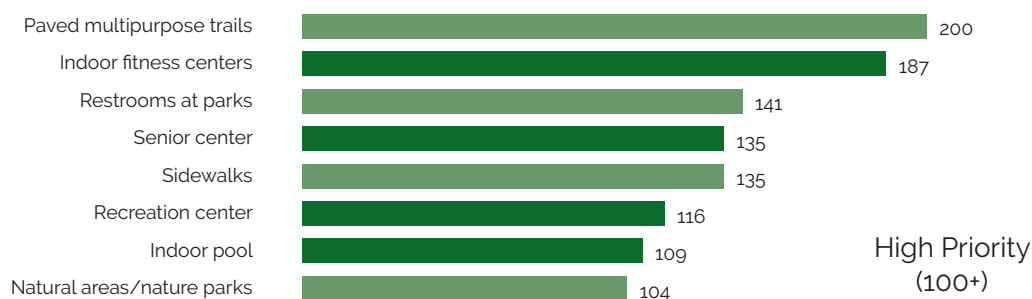
Additionally, the amount of indoor recreation facility space that the City currently has is under the industry target of 2.0 square feet per resident, as illustrated in Figure 3.23. Furthermore, space within the facilities is not always maximized to facilitate the highest and best use of the space.

Figure 3.23
Indoor Square Footage Level of Service and Need



These findings are consistent with the results from the Needs and Priorities Assessment where residents identified indoor fitness centers, senior center, recreation center, and indoor pool all as high priority needs, as illustrated in Figure 3.24.

Figure 3.24
Facilities with High Priority for Investment



Additionally, indoor gymnasium and teen center were identified as medium priority needs. This plan establishes a vision that responds to these needs while also creating a systematic approach to providing a balance of facilities that strengthen community, benefit social and environmental health, and promote economic prosperity.

Community Centers

The City of South Fulton currently has five community recreation centers, which are located predominately on the north side of the city. To address the current gaps in community center access at a 3-mile service area, this plan proposes the development of three new community centers. These centers could be developed as stand-alone centers or centers built within mixed-used developments. Additionally, the City should remodel Sandtown Park Community Center, and demolish and build a new center at Clifftondale Park. These improvements will provide access to a 30,000 square foot Community Center within 3 miles of every resident.

Size:

Generally 20,000 to 40,000 square feet (average 30,000 sq. ft.)

Location + Context:

Residential and Mixed-Use Areas

Access Level of Service:

3 miles

Function:

Community Centers are multi-purpose buildings that serve a broad range of ages, needs, and uses and provide critical social services to the community. Community Centers often play a significant role in youth development providing childcare and after-school opportunities and spaces such as computer labs, maker spaces, Science, Technology, Engineering, Art, and Mathematics (STEAM) programs. They also may serve senior populations with specific programming and spaces senior lounges, card rooms, billiards, and meeting rooms.

Design Considerations:

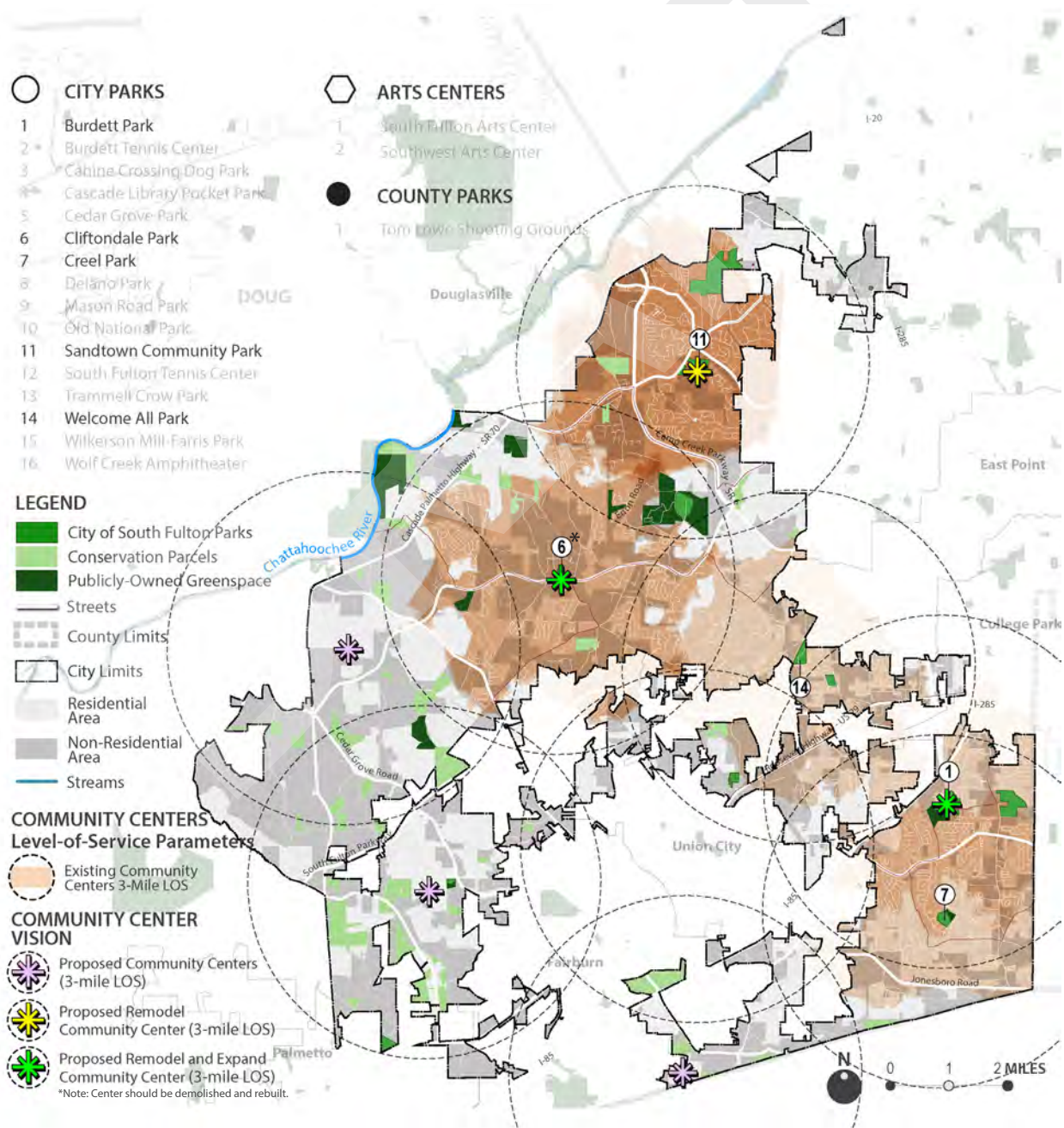
- Provide flexible spaces that can serve a wide variety of uses
- Design for multi-generational use, ensuring that seniors and young children are accommodated.

Figure 3.25

Table of Community Centers and Square Footage

	Square Footage
Burdett Rec Center & Park	19,702
Clifftondale Community Center & Park	12,000
Creel Park & Rec Center	3,300
Sandtown Rec Center & Park	18,400
Welcome All Park & Multipurpose Center	60,764
Total	114,166

Figure 3.26
Proposed Community Centers



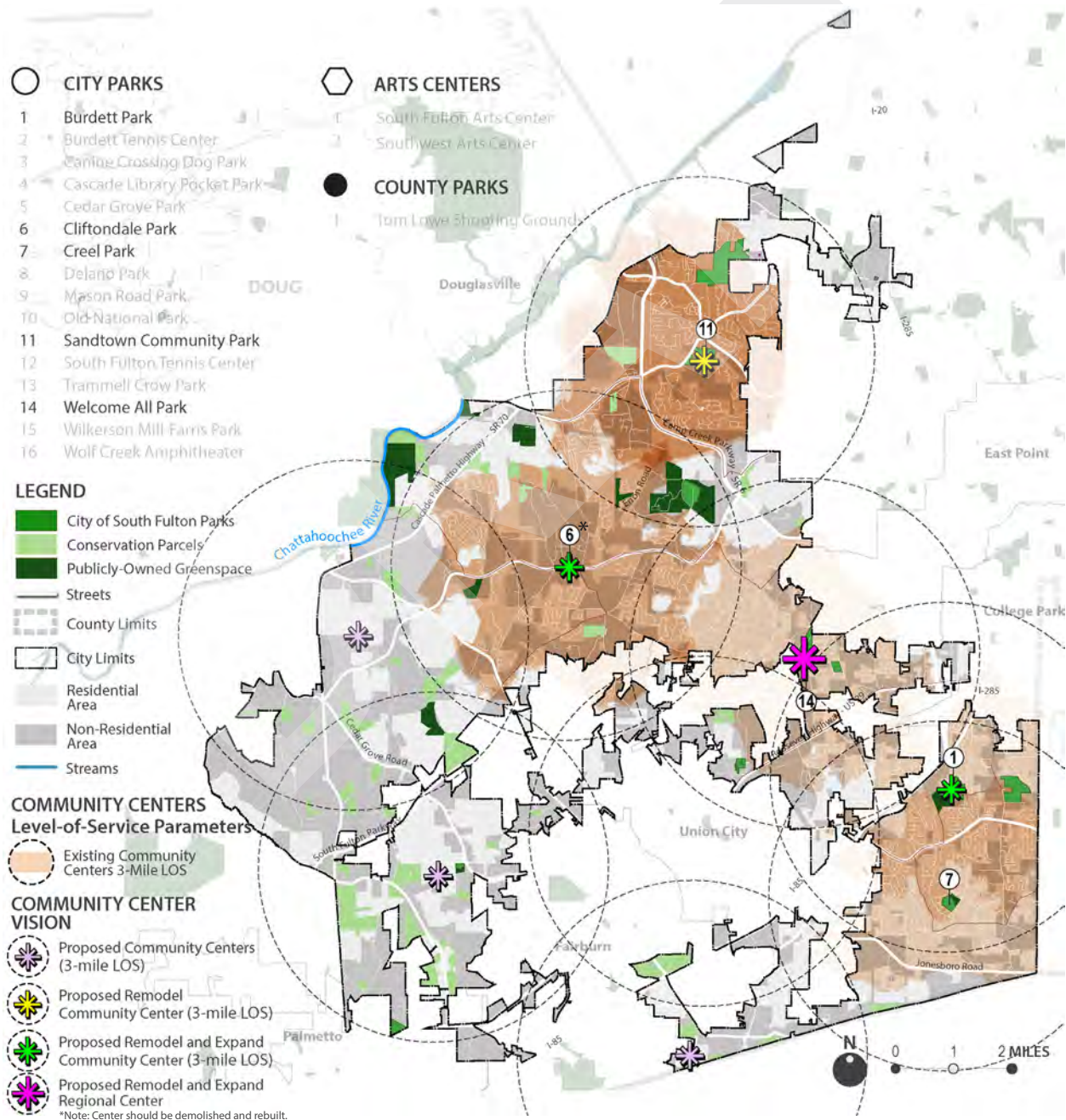
Expansion of Welcome All Multipurpose Facility to Regional Center

Conversations with City staff and stakeholders suggested that Welcome All Multipurpose Facility is a highly-used and popular facility and with upgrades could serve as a regional center to draw visitors from across the city.

Proposed Amenities

- Fitness studio
- Drop-in childcare
- Group fitness room
- Teaching kitchen
- Teen lounge
- Game room/virtual room
- Computer lab
- Sound recording studio

Figure 3.27
Proposed Regional Center Vision



Arts and Cultural Facilities

The City of South Fulton has two Arts and Cultural Facilities, South Fulton Arts Center centrally located in District 2, and Southwest Arts Center located near the City's northern border in District 1. To address the current gaps in arts and cultural facilities access, this plan proposes the development of two new arts centers, one in District 4 and one in District 6, as well as improvements to the existing Southwest Art Center, as illustrated in Figure 3.27. South Fulton Arts Center is proposed to be redeveloped as a Community Center with rooms for arts and cultural programs.

Common Amenities

- *Stage/theater*
- *Gallery space*
- *Meeting rooms*
- *Office*
- *Restrooms*
- *Lockers*
- *Storage*

Size:

Generally 10,000 to 30,000 square feet (average 20,000 sq. ft.)

Location + Context:

Typically Mixed-Use Areas

Access Level of Service:

5 miles

Function:

Provide access to high-quality spaces for performing arts, including dance, theater, music, film, and more, as well as space for visual arts exhibits and community forums and conversations.

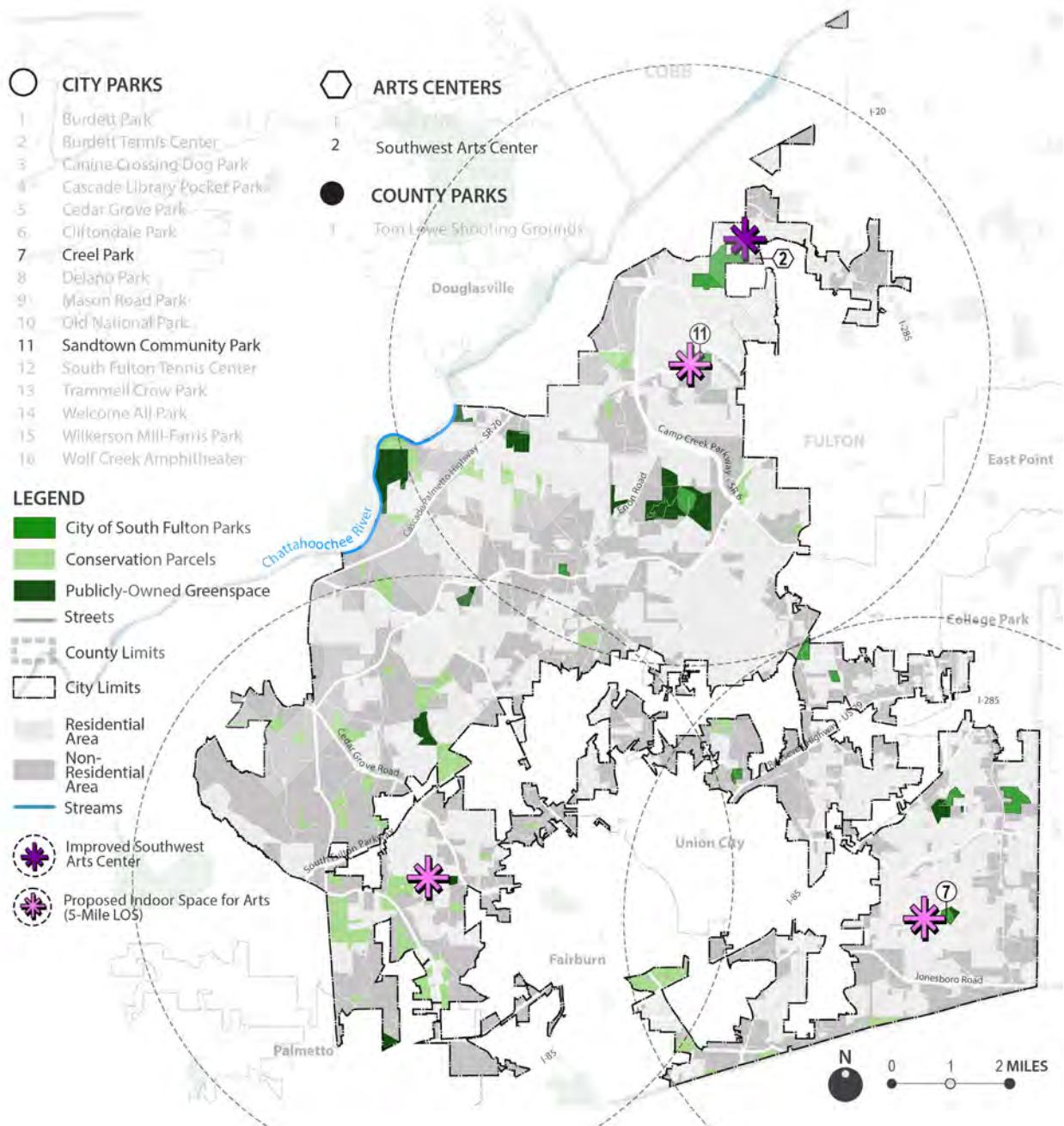
Sustainable Features

- Storm water management
- Native plants
- Recycling receptacles
- Solar powered lighting/electrical systems
- Park system wayfinding
- Bike share
- Transit stop

Design Considerations:

- Provide flexible spaces that can serve a wide variety of uses
- Design for multi-generational use, ensuring that seniors and young children are accommodated

Figure 3.28
Proposed Arts Centers



Outdoor Recreation Facilities/Amenities

Recreation facilities are important for creating memorable activities – children playing in playgrounds, families having outdoor picnics, teens playing football, soccer, and basketball, adults playing softball, and seniors exercising in outdoor fitness stations – these activities don't only make for better parks, but also for better communities. This vision establishes a systematic approach to providing a balance of outdoor recreation facilities that respond to the top priority outdoor recreation facility needs of the community.

The Needs and Priorities Assessment indicated that residents were relatively well served by outdoor facilities, with no high priority needs. However, numerous needs were indicated at a medium priority level, including:

- Picnic areas
- Playgrounds
- Community gardens
- Dog parks
- Splash pads
- Multipurpose fields

Based on these needs, and informed by the City's demographics, local and national benchmarks, and outdoor recreation trends, the Vision recommends establishing Access and Facilities Level of Service (LOS) Guidelines for Outdoor Recreation Facilities that will guide the number and future location of these outdoor recreation facilities.

Figure 3.28 identifies the recommended Facility and Access LOS Guidelines and the following maps demonstrate the areas in need of proposed facilities. The proposed Access LOS Guidelines are based on City of South Fulton statistically valid survey respondents' willingness to travel to neighborhood and community park facilities. Facilities LOS Guidelines are informed by the City's existing number of facilities, findings from the Needs and Priorities Assessment, and local and national benchmarks.

Various residents showed interest in exploring opportunities for sports tourism within the City. Sports tourism refers to travel which involves either observing or participating in a sporting event while staying apart from the tourists' usual environment. Sport tourism is a fast-growing sector of the global travel industry and equates to \$7.68 billion. However, careful planning should be completed in order to determine the potential for sports tourism opportunities. The City may explore hiring a sports tourism consulting firm to determine any potential opportunities within the City of South Fulton.

Figure 3.29

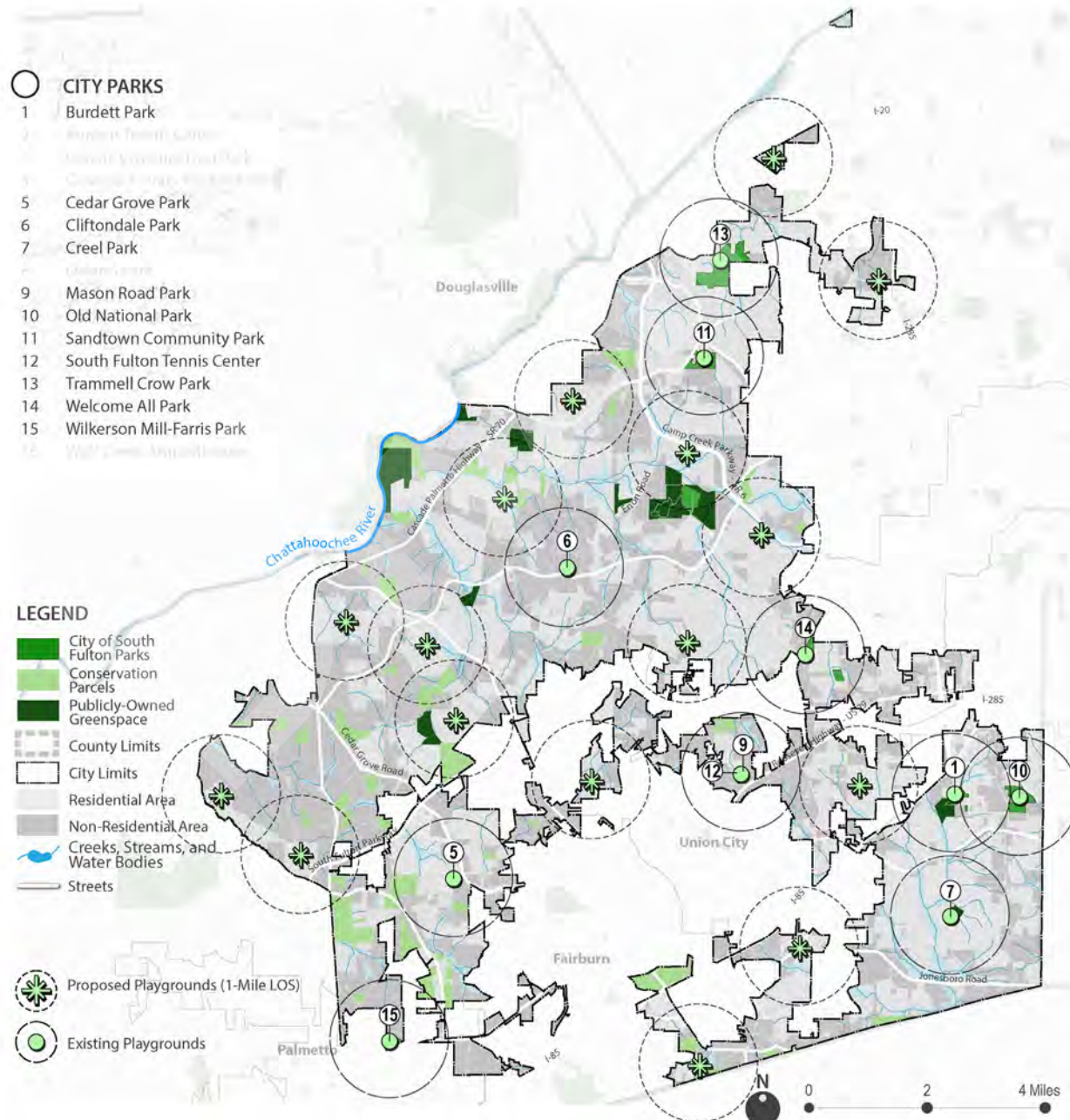
Facilities Level of Service and Needs

	Facilities + Amenities	Statistically Valid Survey Priority Investment Rating	Facilities LOS Target (1 Facility per X residents)	Need by 2029 (x) Deficit / x Surplus	Proposed Access LOS
	Playgrounds	79 (M)	3,500	(16)	1 Mile
Athletic Fields	Multi-purpose Fields (Natural)	54 (M)	7,500	(5)	2 Miles
	Artificial/Synthetic Fields	--	36,200	(3)	7 Miles
	Baseball Fields (Youth)	38 (L)	8,500	0	3 Miles
	Baseball Fields (Adult)	38 (L)	21,800	(3)	4 Miles
	Football Fields	35 (L)	9,800	(9)	2 Miles
	Soccer Fields	33 (L)	9,800	(7)	2 Miles
	Softball Fields (Youth)	36 (L)	21,800	(3)	4 Miles
	Softball Fields (Adult)	36 (L)	21,800	(3)	6 Miles
Courts	Basketball Courts	49 (L)	9,000	(6)	3 Miles
	Tennis Courts	45 (L)	5,260	27	3 Miles
	Multi-Use Courts	--	7,200	(15)	2 Miles
Outdoor Aquatics	Swimming Pools	56 (M)	54,000	(2)	6 Miles
	Splash Pads/Water Play Areas	55 (M)	36,200	(3)	5 Miles
Other	Skate Parks	37 (L)	100,000	(1)	Citywide
	Running/Walking Track	--	16,000	(3)	7 Miles
	Performance Amphitheater	74 (M)	100,000	0	Citywide
	Community Gardens	78 (M)	32,800	(2)	6 Miles
	Dog Parks	75 (M)	27,200	(3)	4 Miles
Indoor Facilities	Community Centers	116 (H)	14,000	(3)	3 Miles
	Recreation Centers	116 (H)	14,000	(3)	3 Miles
	Senior Centers	135 (H)	45,000	(2)	8 Miles
	Pool/Aquatic Center	109 (H)	108,000	0	Citywide
	Indoor Track	187 (H)	108,000	0	Citywide
	Gyms	87 (M)	14,000	(5)	3 Miles

Playgrounds

Playgrounds are a fundamental element of any park system. The City of South Fulton currently has 14 playgrounds located throughout the City. This vision proposes to add nine additional playgrounds to provide all residents access to a playground within 1 mile of their home.

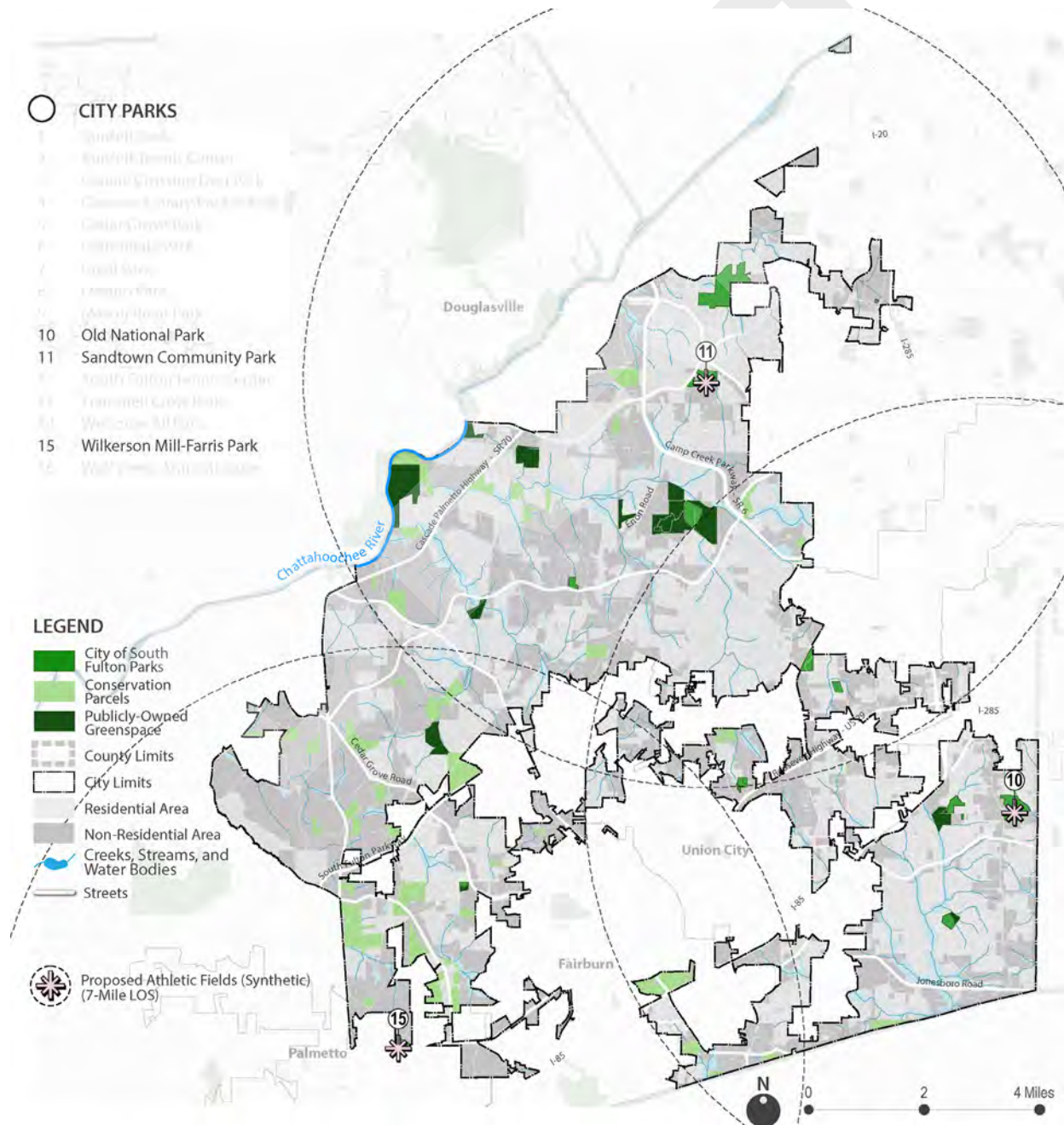
Figure 3.29
Proposed Playgrounds



Athletic Fields (Synthetic)

Artificial Athletic Fields are an increasingly popular element of many park systems. The City of South Fulton currently has no synthetic fields. This vision proposes to add 3 synthetic athletic fields to provide all residents access to a field within 7 miles of their home.

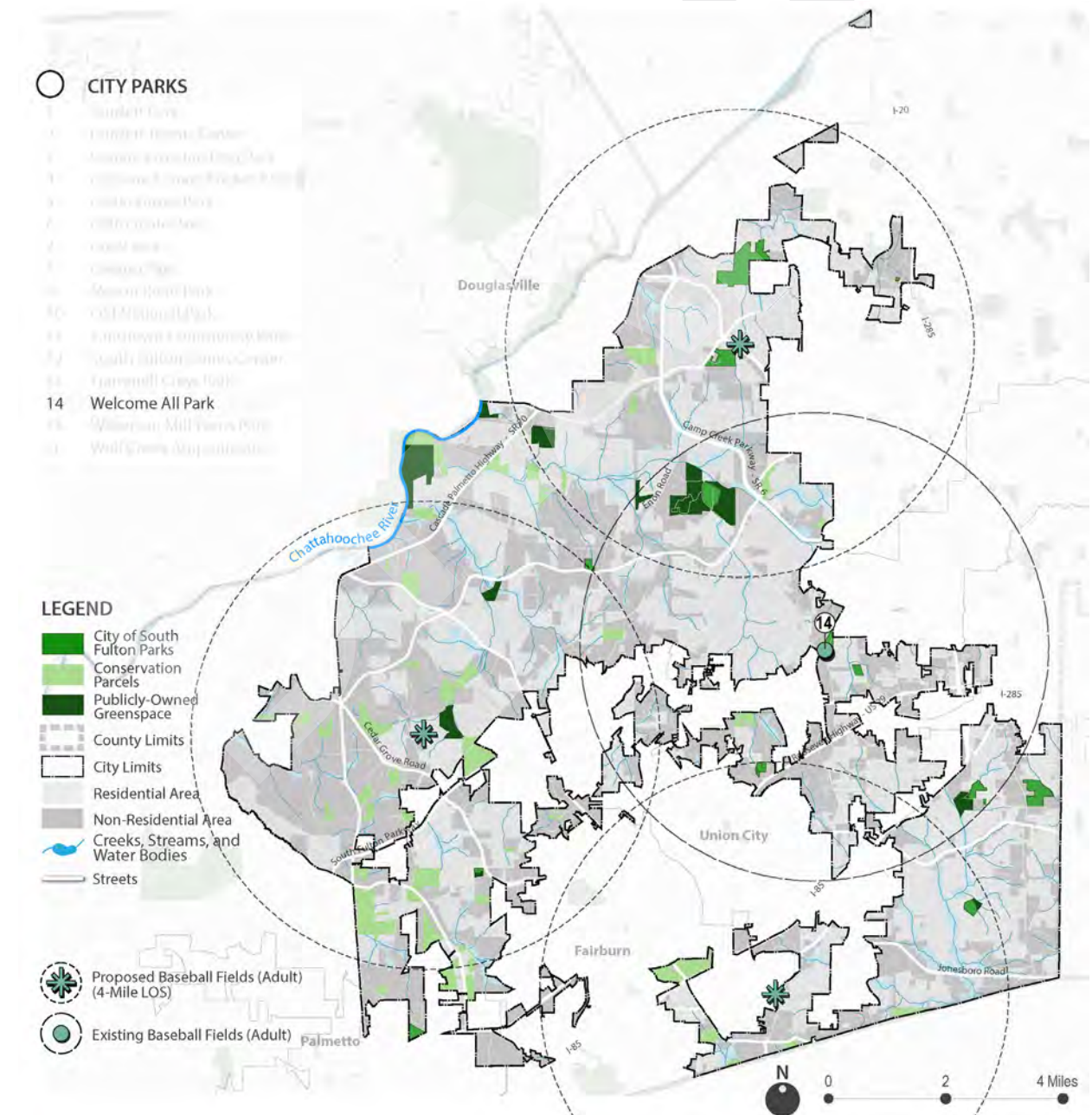
Figure 3.30
Proposed Athletic Fields



Baseball Fields (Adult)

The City of South Fulton currently has 1 adult baseball field, located at Welcome All Park. This vision proposes to add 3 additional fields to provide nearly all residents access to an adult baseball field within 4 miles of their home.

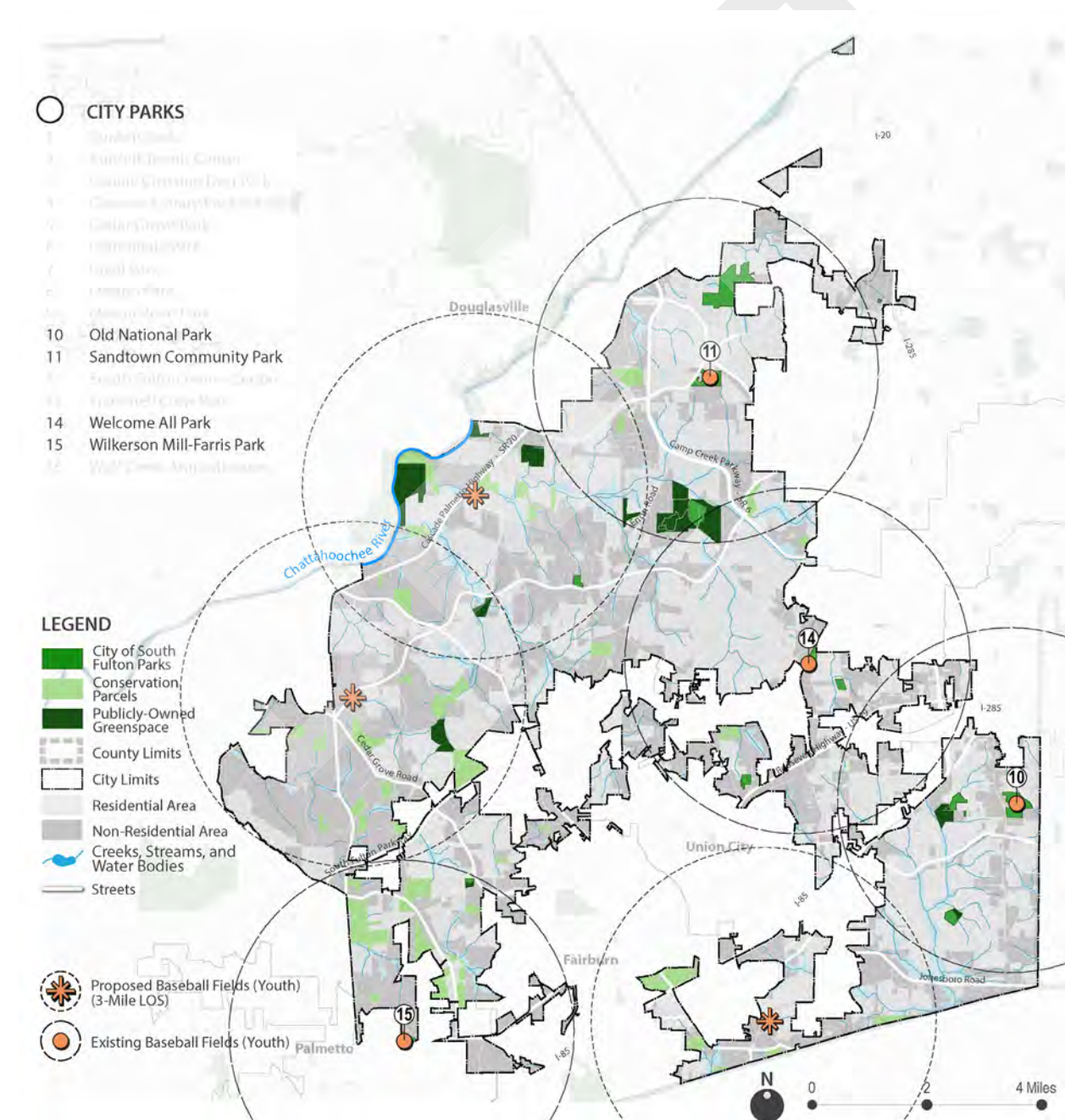
Figure 3.31
Proposed Adult Baseball Fields



Baseball Fields (Youth)

The City of South Fulton currently has 4 youth baseball fields, located throughout the City at Old National Park, Sandtown Park, Welcome All Park, and Wilkerson Mill-Farris Park. This vision proposes to add 3 additional fields to provide nearly all residents access to a youth baseball field within 3 miles of their home.

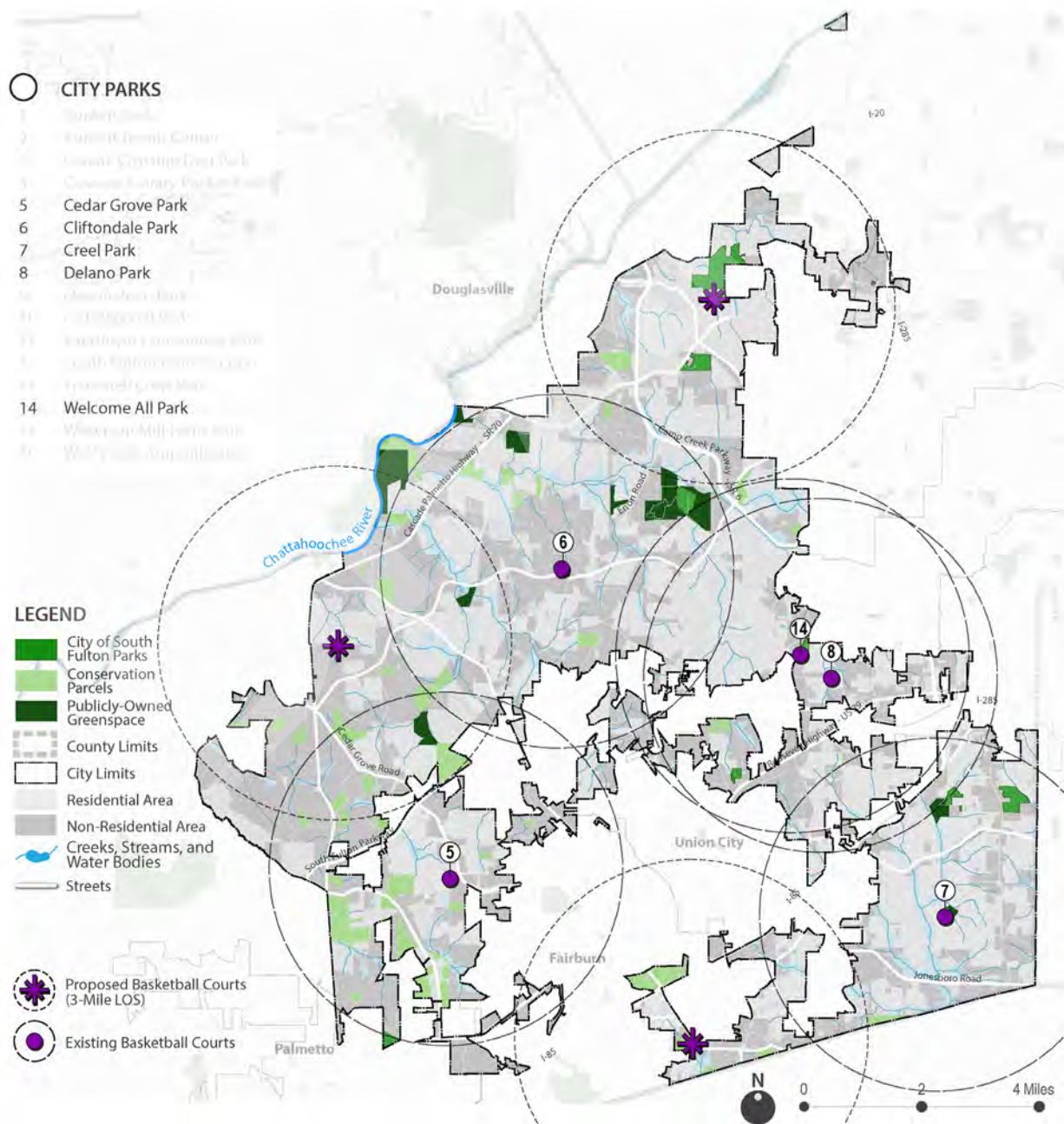
Figure 3.32
Proposed Youth Baseball Fields



Basketball Courts

The City of South Fulton currently has 7 basketball courts located throughout the City at Cedar Grove Park, Clifftondale Park, Creel Park, Delano Park, and Welcome All Park. This vision proposes to add 3 additional basketball courts to provide all residents access to a basketball court within 3 miles of their home.

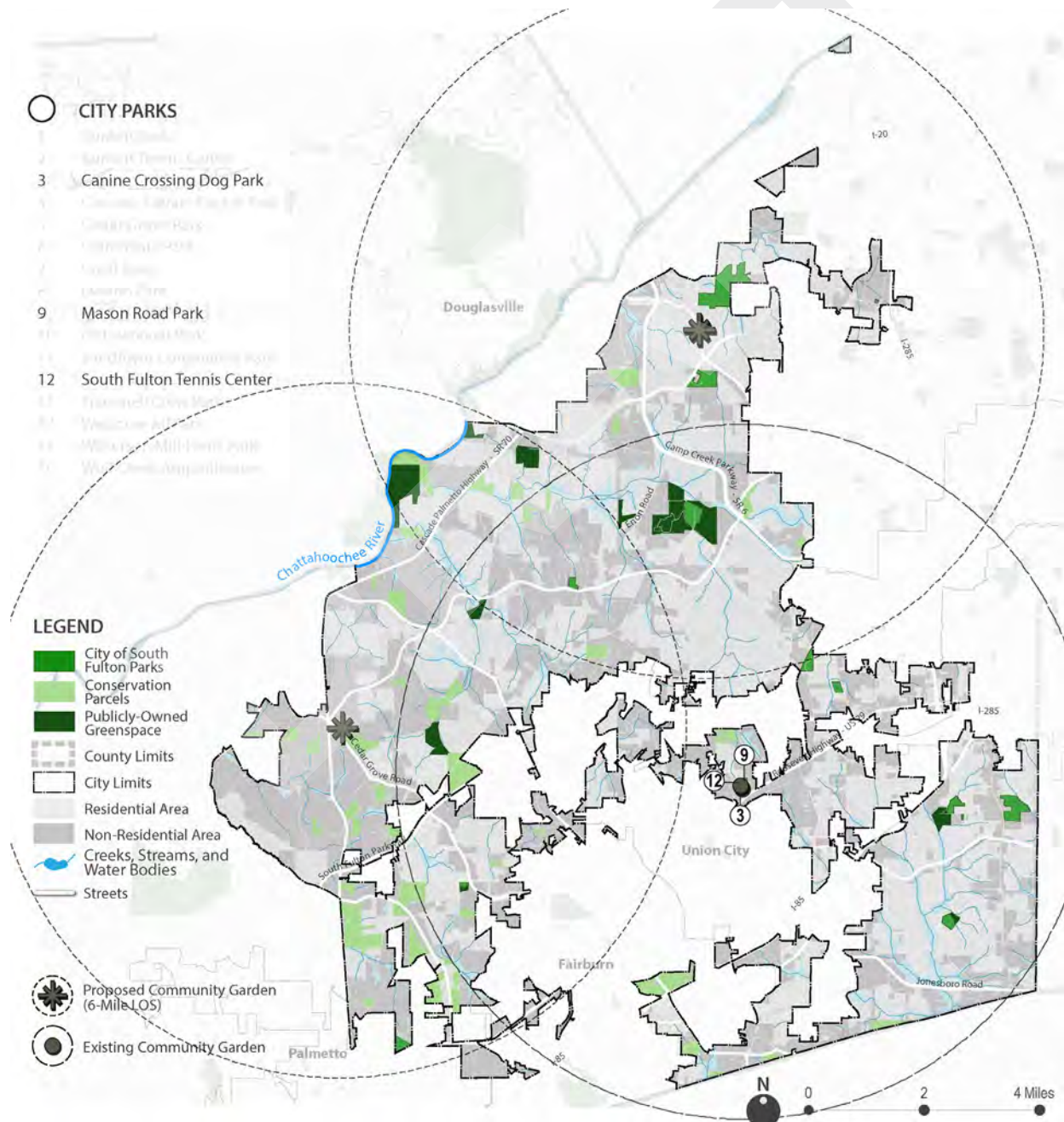
Figure 3.33
Proposed Basketball Courts



Community Gardens

The City of South Fulton currently has 1 community garden, located at Mason Road Park, which is adjacent to Canine Crossing Dog Park and South Fulton Tennis Center. This vision proposes to add 2 additional community gardens to provide nearly all residents access to a community garden within 6 miles of their home.

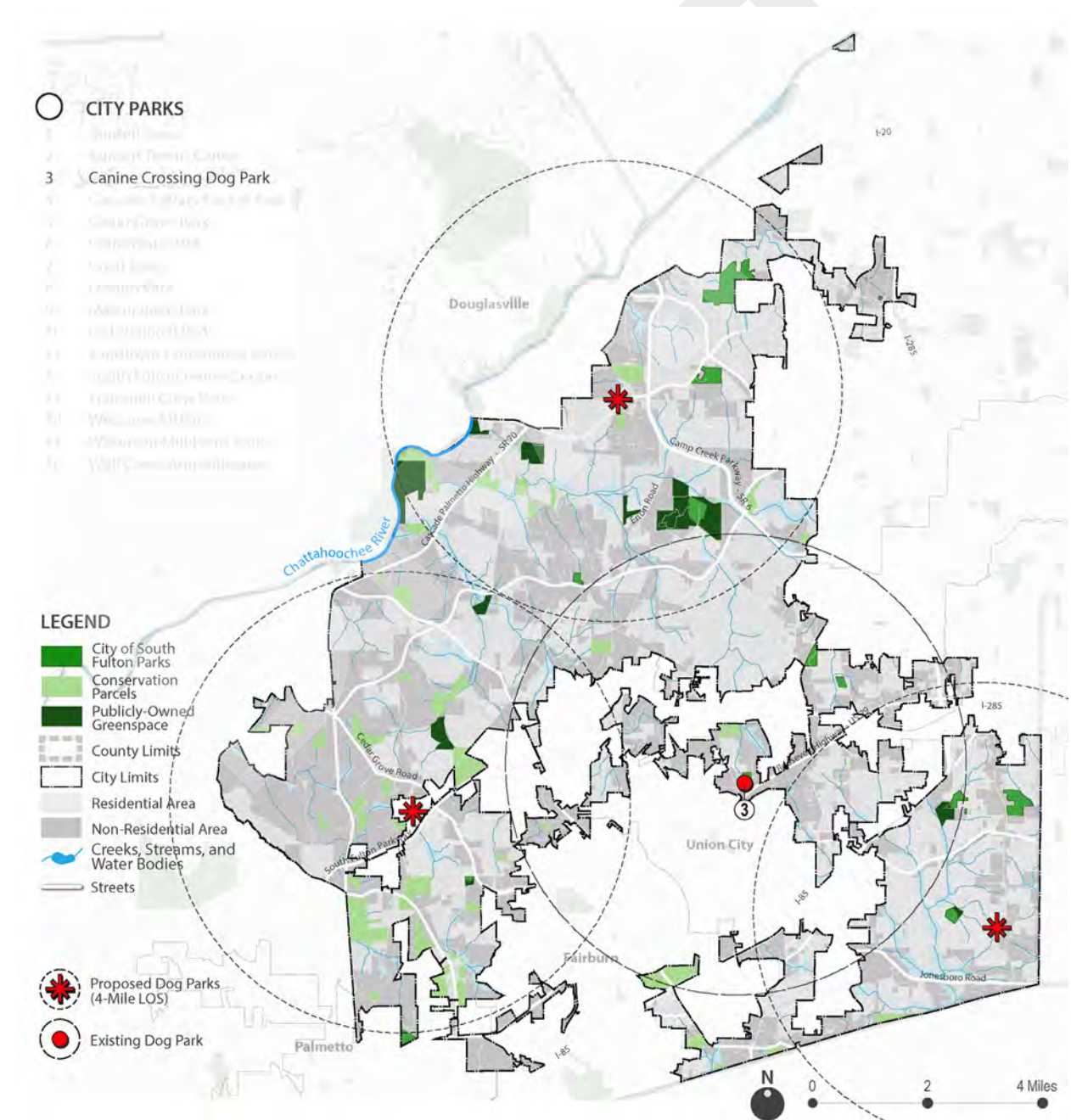
Figure 3.34
Proposed Community Gardens



Dog Parks

The City of South Fulton currently has 1 dog park, located at Canine Crossing Dog Park. This vision proposes to add 3 new dog parks to provide nearly all residents access to a dog park within 4 miles of their home.

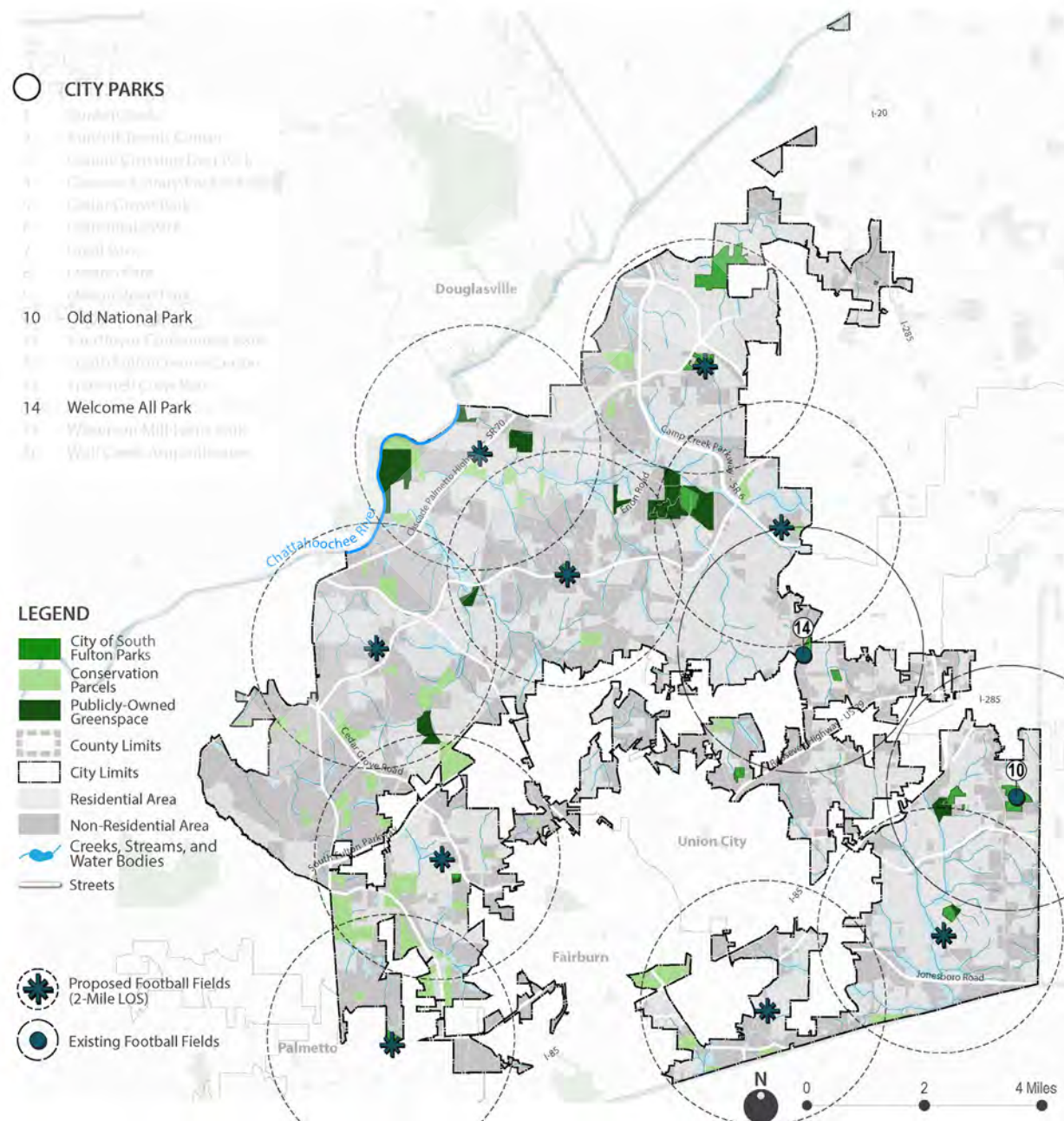
Figure 3.35
Proposed Dog Parks



Football Fields

The City of South Fulton currently has 2 football fields, located at Old National Park and Welcome All Park. This vision proposes to add 8 additional football fields to provide nearly all residents access to football fields within 2 miles of their home.

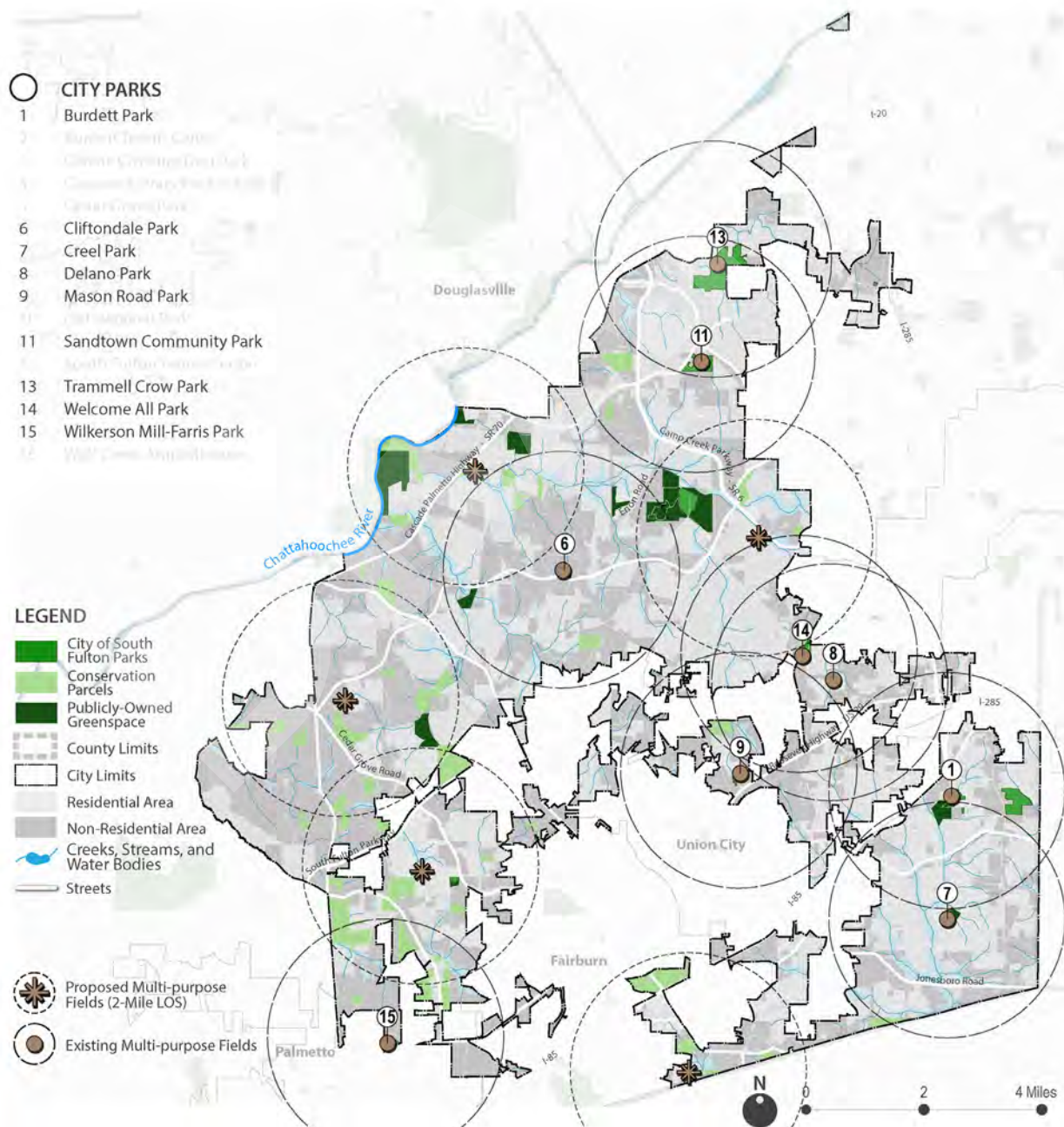
Figure 3.36
Proposed Football Fields



Multipurpose Fields

The City of South Fulton currently has 9 multipurpose fields, located throughout the City at Burdett Park, Cliftondale Park, Creel Park, Delano Park, Mason Road Park, Sandtown Park, Trammell Crow Park, Welcome All Park, and Wilkerson Mill-Farris Park. This vision proposes to add 5 additional multipurpose fields to provide nearly all residents access to a multipurpose field within 2 miles of their home.

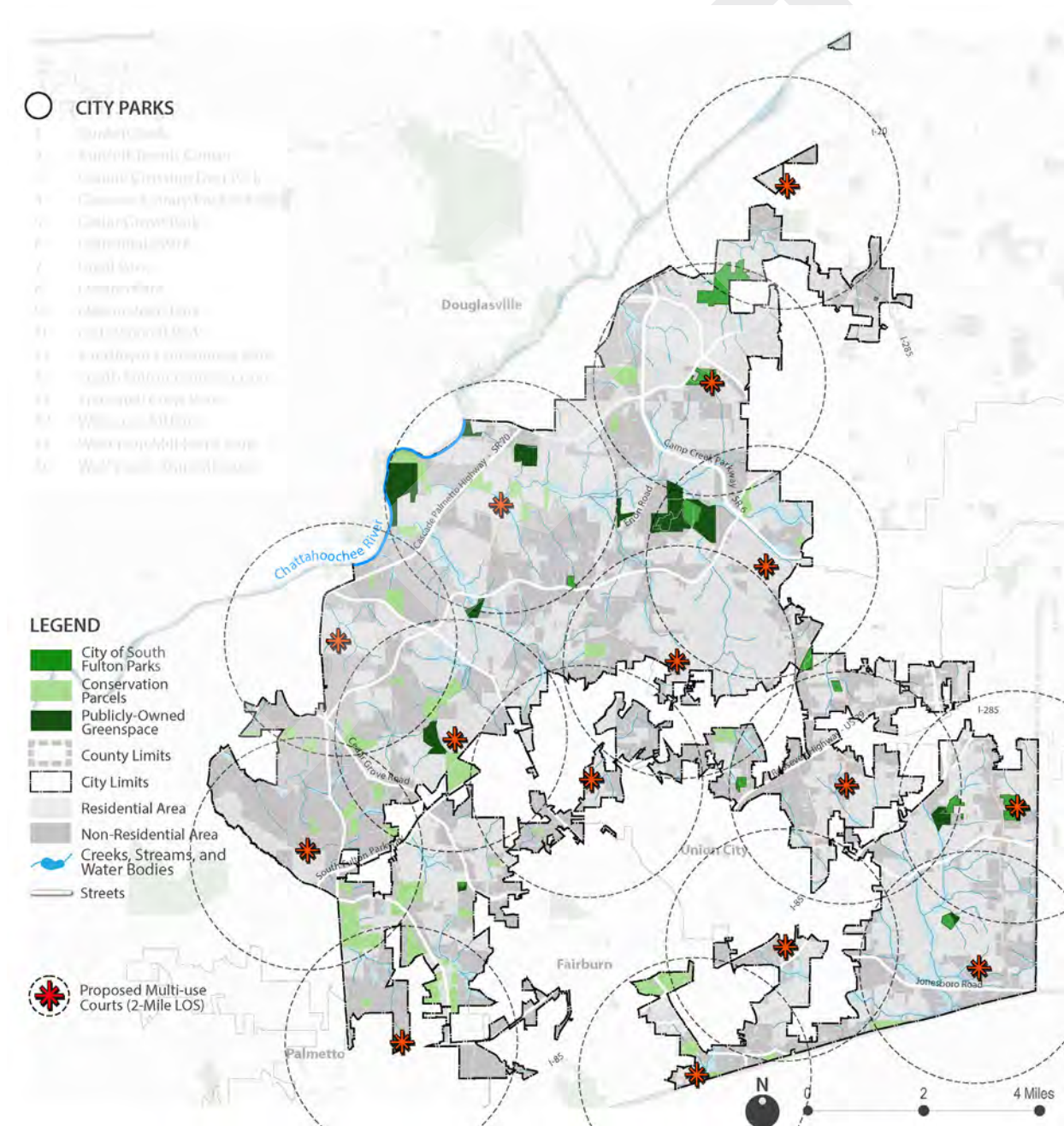
Figure 3.37
Proposed Multipurpose Fields



Multiuse Courts

The City of South Fulton currently has no multiuse courts. This vision proposes to add 15 new multiuse courts to provide nearly all residents access to a multiuse court within 2 miles of their home.

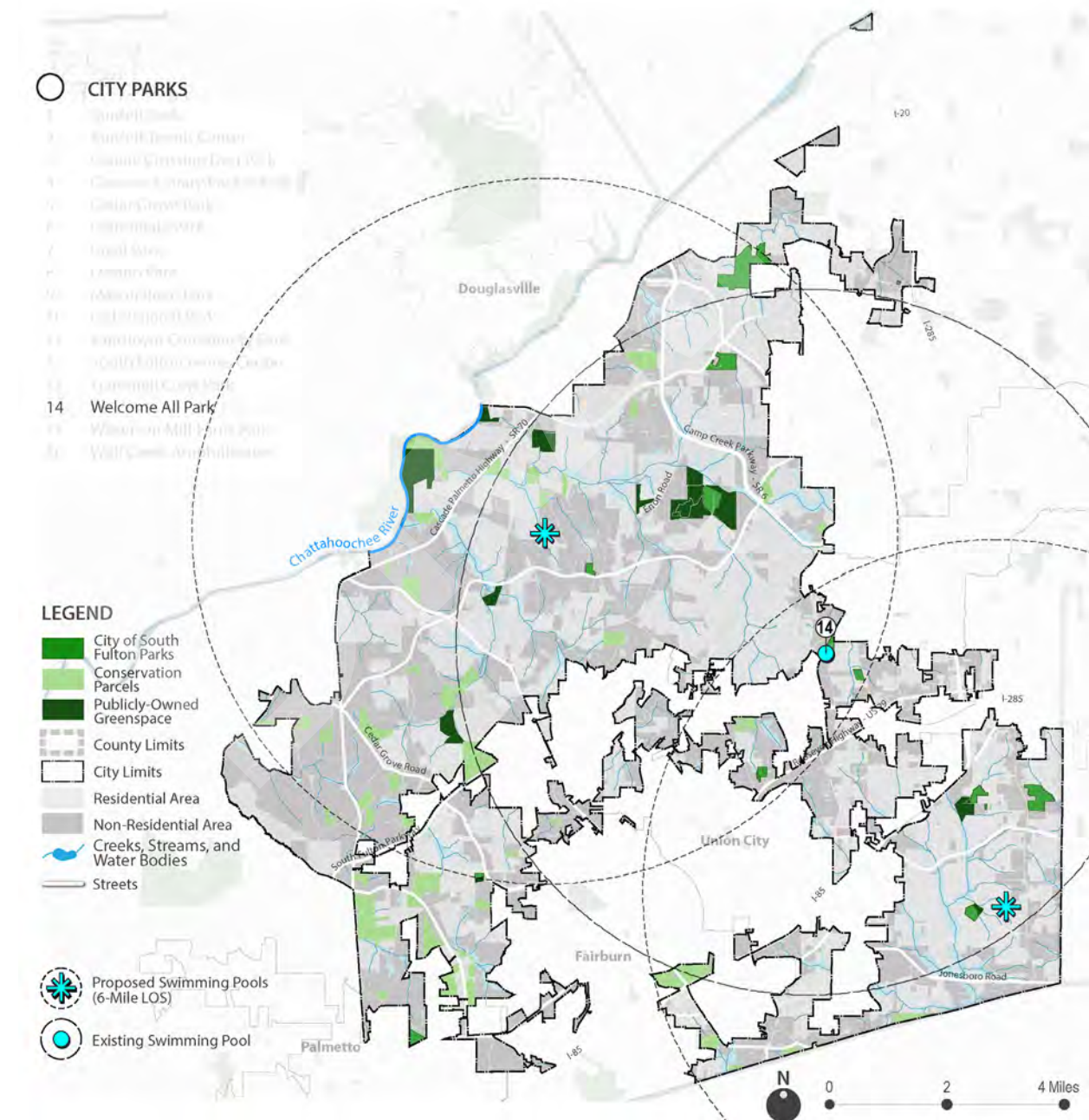
Figure 3.38
Proposed Multiuse Courts



Swimming Pools

The City of South Fulton currently has 1 swimming pool, located at Welcome All Park. This vision proposes to add 2 additional pools to provide nearly all residents access to a pool within 6 miles of their home.

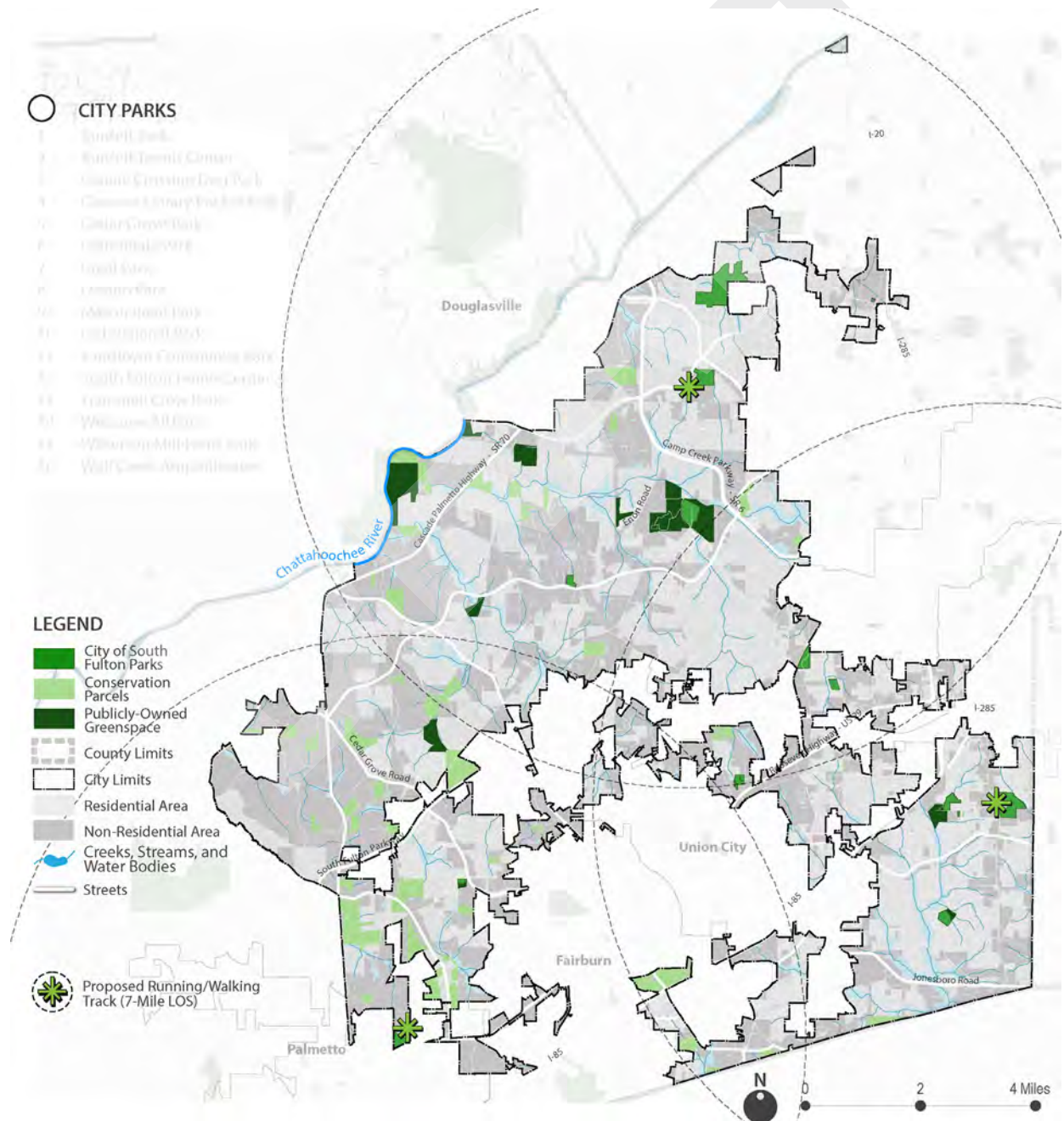
Figure 3.39
Proposed Pools



Running/Walking Track

The City of South Fulton currently has no Running/Walking Tracks. This vision proposes to add 3 new running/walking tracks to provide nearly all residents access to a track within 7 miles of their home.

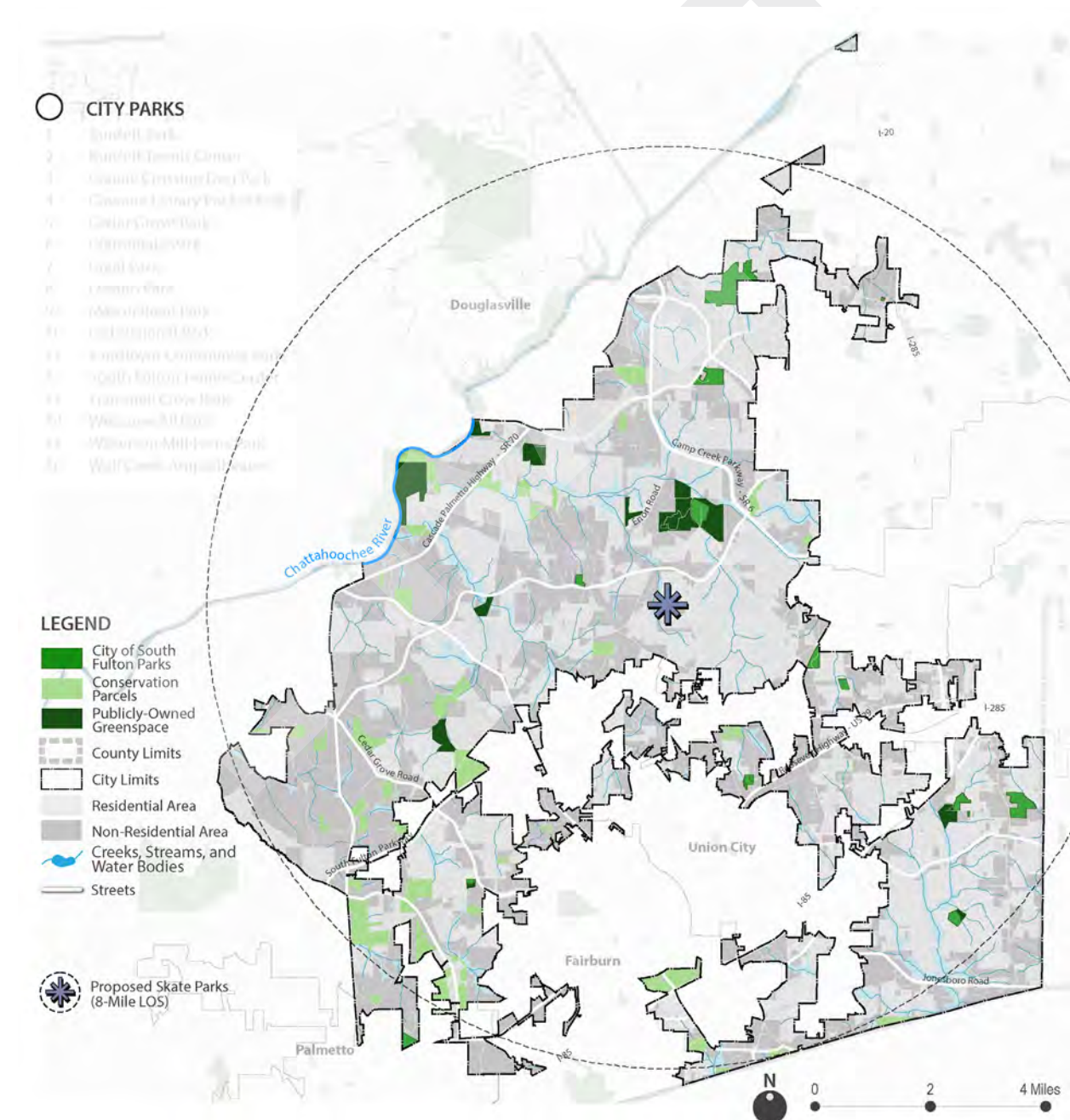
Figure 3.40
Proposed Running/Walking Tracks



Skate Parks

The City of South Fulton currently has no skate parks. This vision proposes to add 1 new skate park to provide nearly all residents access to a pool within 8 miles of their home.

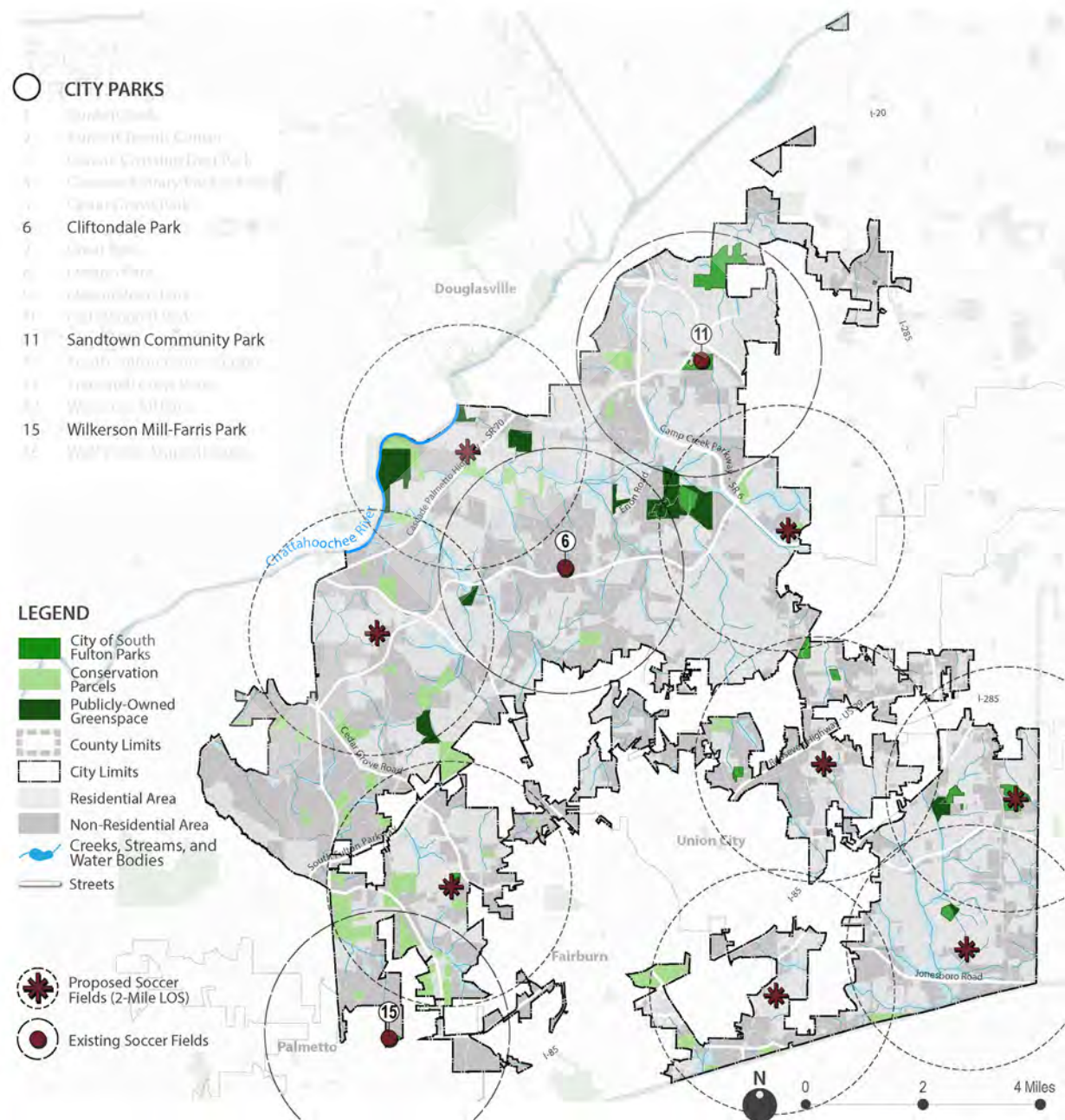
Figure 3.41
Proposed Skate Parks



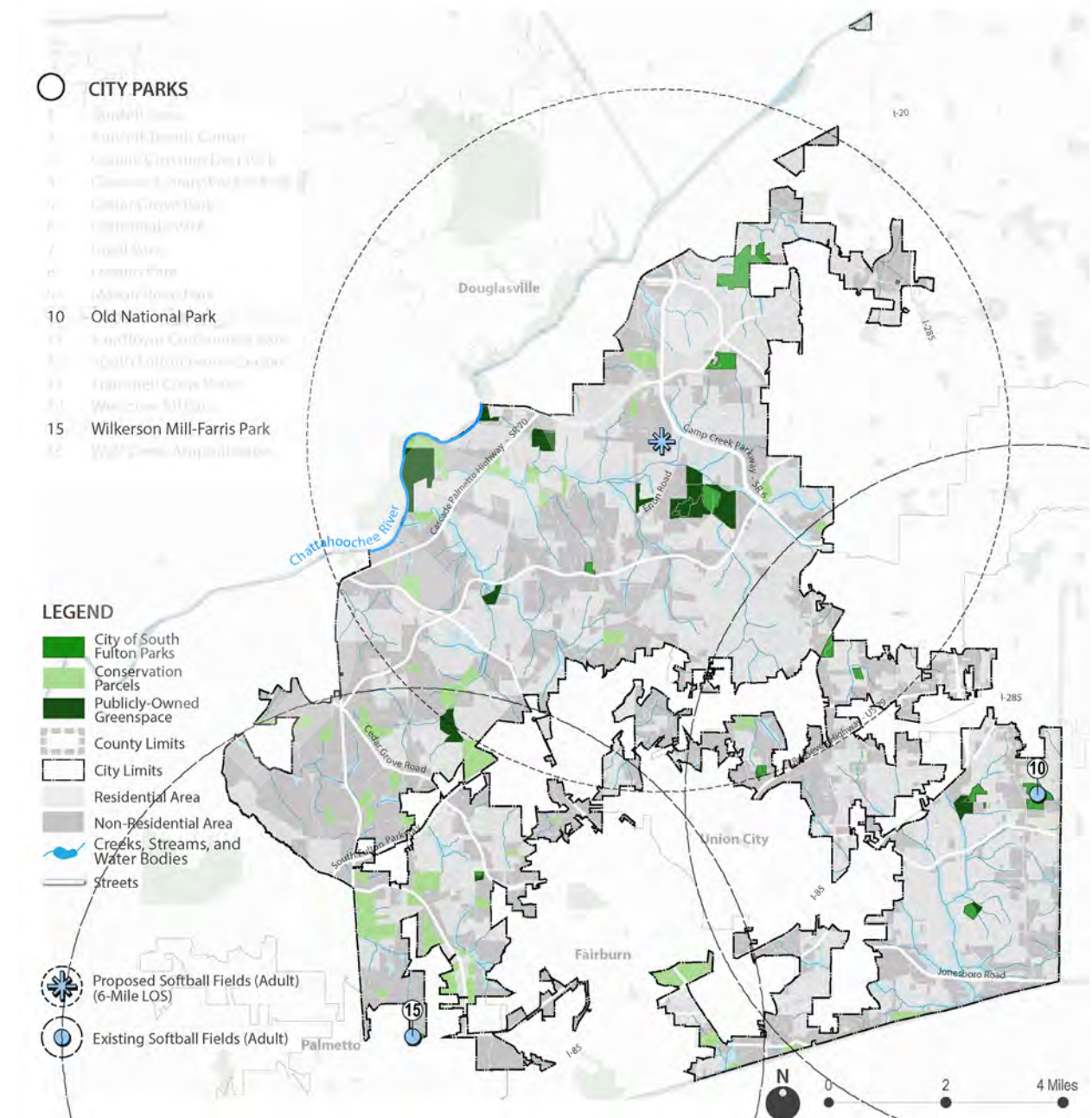
Soccer Fields

The City of South Fulton currently has 3 soccer fields, located throughout the city at Cliftdale Park, Sandtown Community Park, and Wilkerson Mill-Farris Park. This vision proposes to add 8 soccer fields to provide nearly all residents access to a field within 2 miles of their home.

Figure 3.42
Proposed Soccer Fields



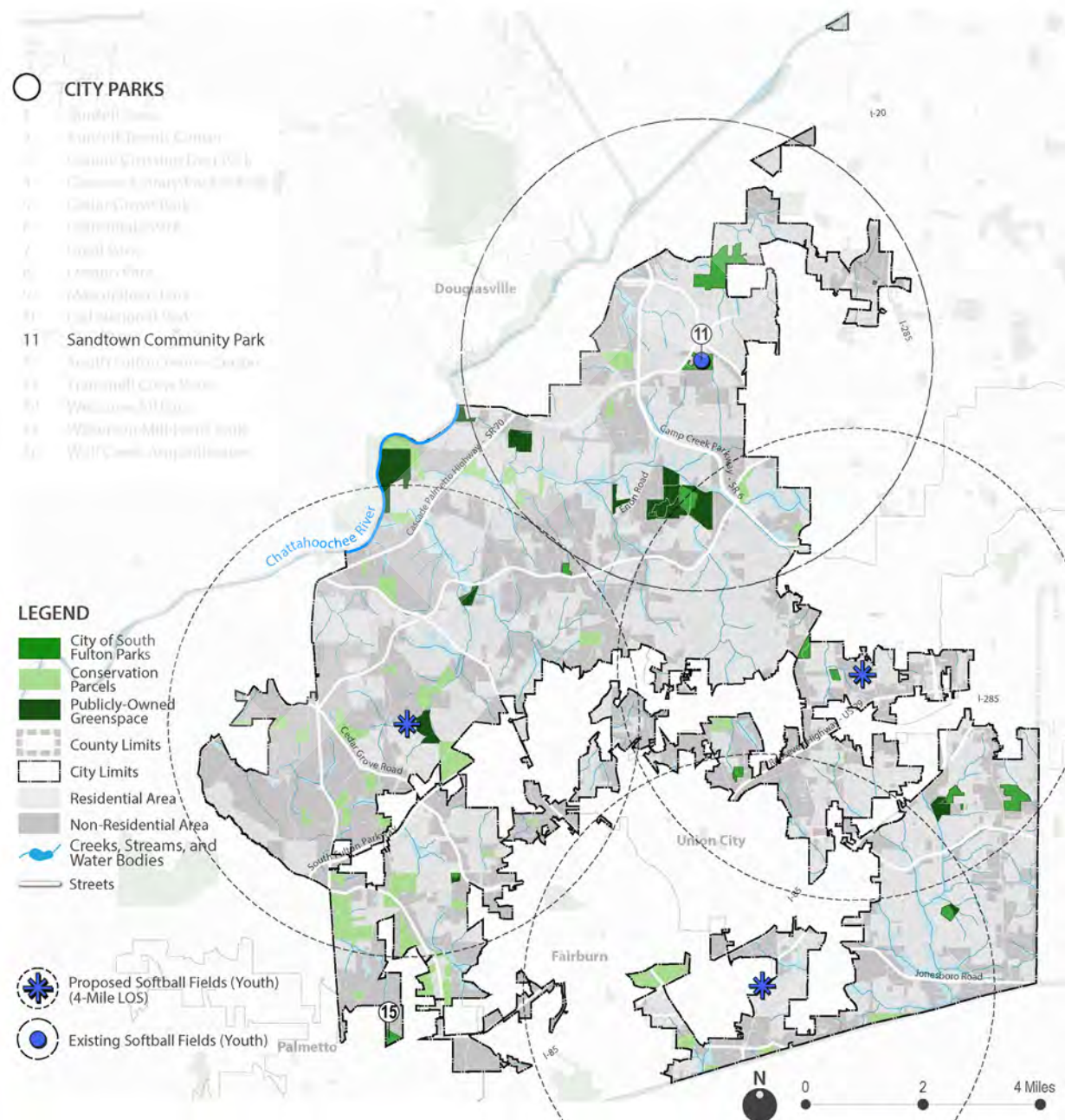
The City of South Fulton currently has 2 adult softball fields, located at Old National Park and Wilkerson Mill-Farris Park. This vision proposes to add 1 new softball field to provide nearly all residents access to a field within 6 miles of their home.



Softball Fields (Youth)

The City of South Fulton currently has 1 youth softball field, located at Sandtown Park. This vision proposes to add 3 new softball fields to provide nearly all residents access to a field within 4 miles of their home.

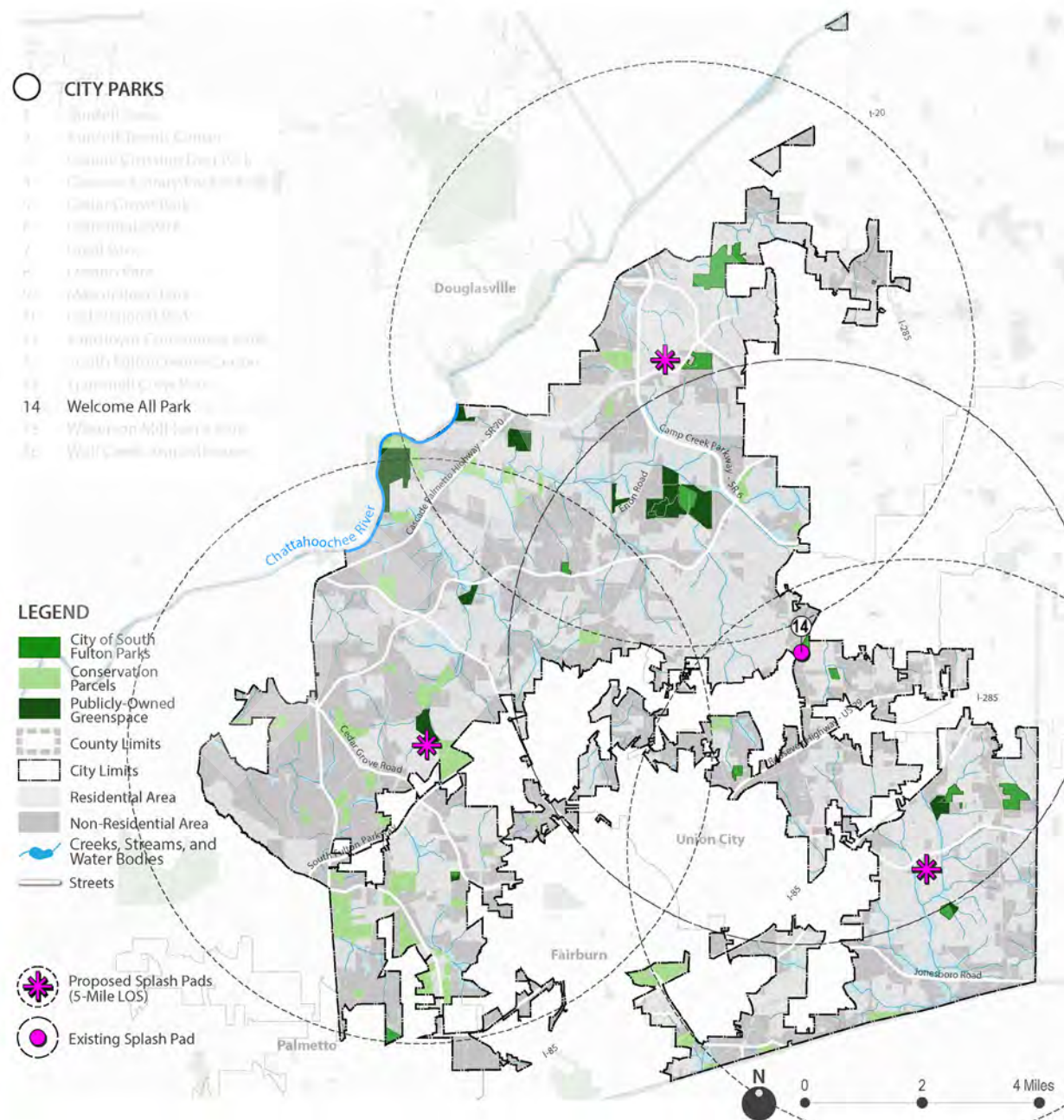
Figure 3.44
Proposed Softball Fields (Youth)



Splash Pads

The City of South Fulton currently has 1 splash pad, located at Welcome All Park. This vision proposes to add 3 new splash pads to provide nearly all residents access to a field within 5 miles of their home.

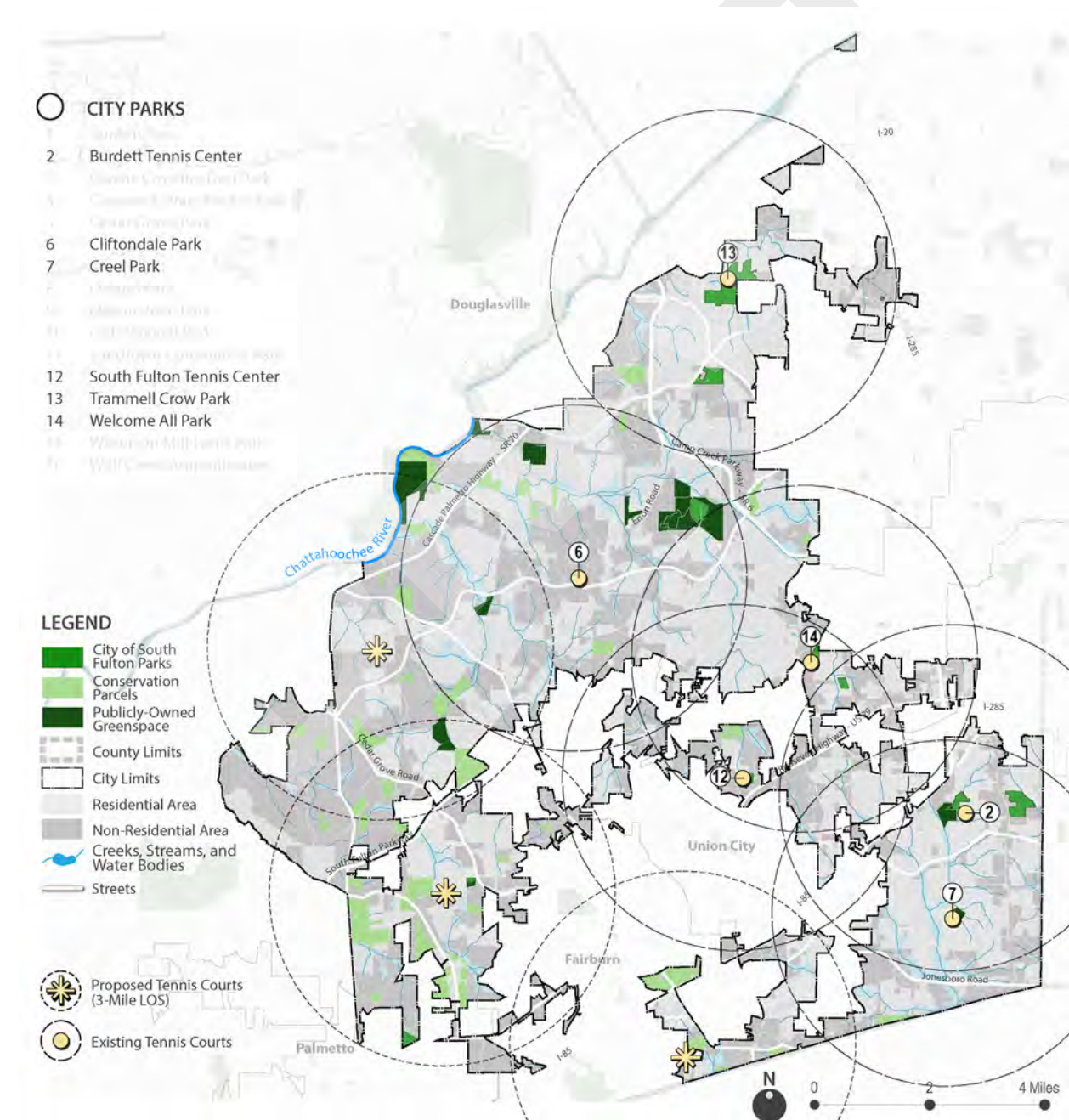
Figure 3.45
Proposed Splash Pads



Tennis Courts

The City of South Fulton currently has 48 tennis courts, located throughout the city at Burdett Tennis Center, Cliftondale Park, Creel Park, South Fulton Tennis Center, Trammell Crow Park and Welcome All Park. This vision proposes to add 3 new tennis courts to provide nearly all residents access to a court within 3 miles of their home. All courts, except those located in the South Fulton Tennis Center, should also include Pickleball Court markings

Figure 3.46
Proposed Tennis Courts



Moving forward the DPRCA should consider the following actions to develop places:

- Adopt City of South Fulton Parks, Recreation, and Cultural Affairs Master Plan.
- Repeat online survey, elected official interviews, stakeholder interviews, and special events input used for the City of South Fulton Parks, Recreation, Cultural Affairs Master Plan to ensure responsiveness to resident needs, update level of service recommendations, and confirm Capital Improvement Plan, yearly.
- Parks – Town Center
 - » Coordinate with Destination South Fulton Economic Development to include the development of the Town Center Park in the proposed Town Center development.
- Parks – Local Parks, Community Parks, and Recreation Facilities
 - » Meet with other city departments, school district, and governmental agencies to explore partnership and establish Memorandums of Understanding (MOUs) that increase publicly accessible park land acreage in the City based on areas of need identified in the Parks, Recreation, and Cultural Affairs Master Plan.
 - » Update development regulations to ensure private development provides fair share of park land to meet the City's target of providing 12 acres of park land per 1,000 population.
 - » Regularly coordinate with the Department of Community Development and Regulatory Affairs to review development projects and ensure that they are coordinated with the Parks, Recreation, and Cultural Affairs Master Plan Vision and recommendations.
 - » Establish a committee with representatives from the Parks, Recreation and Cultural Affairs Department, Department of Community Development and Regulatory Affairs, Destination South Fulton Economic Development, the City Manager's Office, and other relevant representatives to meet monthly to review park land acquisition opportunities, prioritize opportunities, and pursues acquisition.
 - » Acquire park land strategically through property donations, purchases, public/private partnerships, or similar means to ensure parks are available and accessible throughout the City as recommended in the Parks, Recreation, and Cultural Affairs Master Plan Vision.
 - » Confirm prioritization of proposed park development projects.
 - » Confirm and update planning level capital costs and operating costs identified in CIP based on confirmed facilities to be implemented.
 - » Establish publicly viewable list of projects with time lines and status updates.
 - » Complete community-based, detailed park site master plans and construction documents for facilities to be implemented based on the Conceptual Park Site Master Plan included in the City of South Fulton Parks, Recreation, and Cultural Affairs Master Plan and available capital and operating dollars.
 - » Procure Asset Management Software such as Lucity or similar and complete Asset Management Assessment and Plan of Parks, Recreation, and Cultural Affairs properties, buildings, facilities, and furnishings to ensure proactive maintenance, repair, and replacement of the parks system.
 - » Monitor the quality, safety, and functionality of assets, and replace as needed.
 - » Track Capital Improvement spending per park, analyze spending per year, and develop equitable spending targets.

- Natural Areas
 - » Develop a Conservation Lands Acquisition and Management Plan that identifies natural resource management strategies for existing natural areas, identifies and prioritizes sites for acquisitions, identifies funding sources, and implementations strategies based on Natural Areas vision of City of South Fulton Parks, Recreation, and Cultural Affairs Master Plan.
 - » Continue to pursue partnerships on Conservation Parcels (like Campbellton Creek Nature Preserve) to provide public access to natural areas.
- Indoor Recreation Facilities
 - » Develop Feasibility Study and Conceptual Master Plan for community centers that are proposed for development and include an estimate of capital and operating costs, anticipated revenues, and alternative delivery strategies.
 - » Evaluate alternatives for operations, maintenance and programming, including potential partnerships.

Develop People

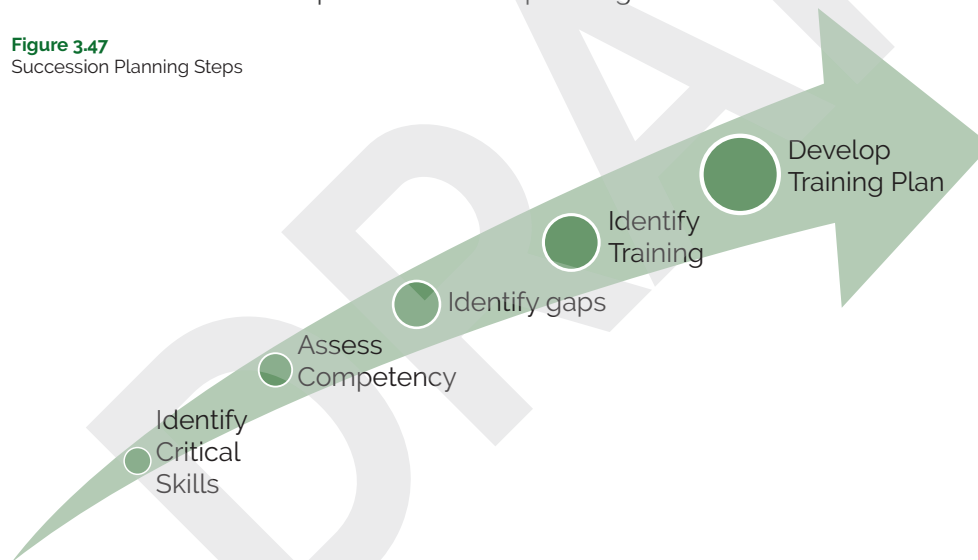
Develop People refers to investing in the PRCAD and staff to increase knowledge, capture institutional knowledge, and create opportunities for advancement. These actions are supported from staff workshops and organizational needs to achieve community identified outcomes from the master plan. According to an article on forbes.com, "Why Employers Need to Invest in Professional Development in 2019", their research found that 86 percent of respondents to the survey said they would change jobs if it meant more opportunities for professional development.

Ensuring staff know of professional development opportunities and have the ability to be away to participate, will help to increase productivity. Best practice is to identify what skills are in need or in need of enhancement within the PRCAD that will help solve issues and fill gaps in delivering quality services. Many state organizations or chapters offer educational workshops and conferences, especially when supporting certifications. These opportunities when close to the city, will make participation easier and spread funding to more level sin the department.

Moving forward, the PRCAD should consider the following actions to develop people:

- Initiate a succession plan for the PRCAD. Assemble a team of members from each division to be involved that can bring division specific knowledge to the planning process. Figure 3.47 illustrates the steps in succession planning.

Figure 3.47
Succession Planning Steps



- » Identify Critical Skills refers to each position's necessary capabilities to adequately perform the duties.
- » Assess Competency refers to the knowledge base of existing staff in the positions.
- » Identify Gaps refers to the knowledge needed by existing staff.
- » Identify Training opportunities refers to seeking organizations that provide the professional development that may be needed by existing staff.
- » Develop Training Plan refers to a five to ten year spreadsheet that identifies the training needed by position and the year the opportunity will funded for staff to pursue the training.
- Develop a recreation program plan and maintenance management plan to capture institutional knowledge and current practices from each division and incorporate into training of full-time and part-time staff and eventually new hires.

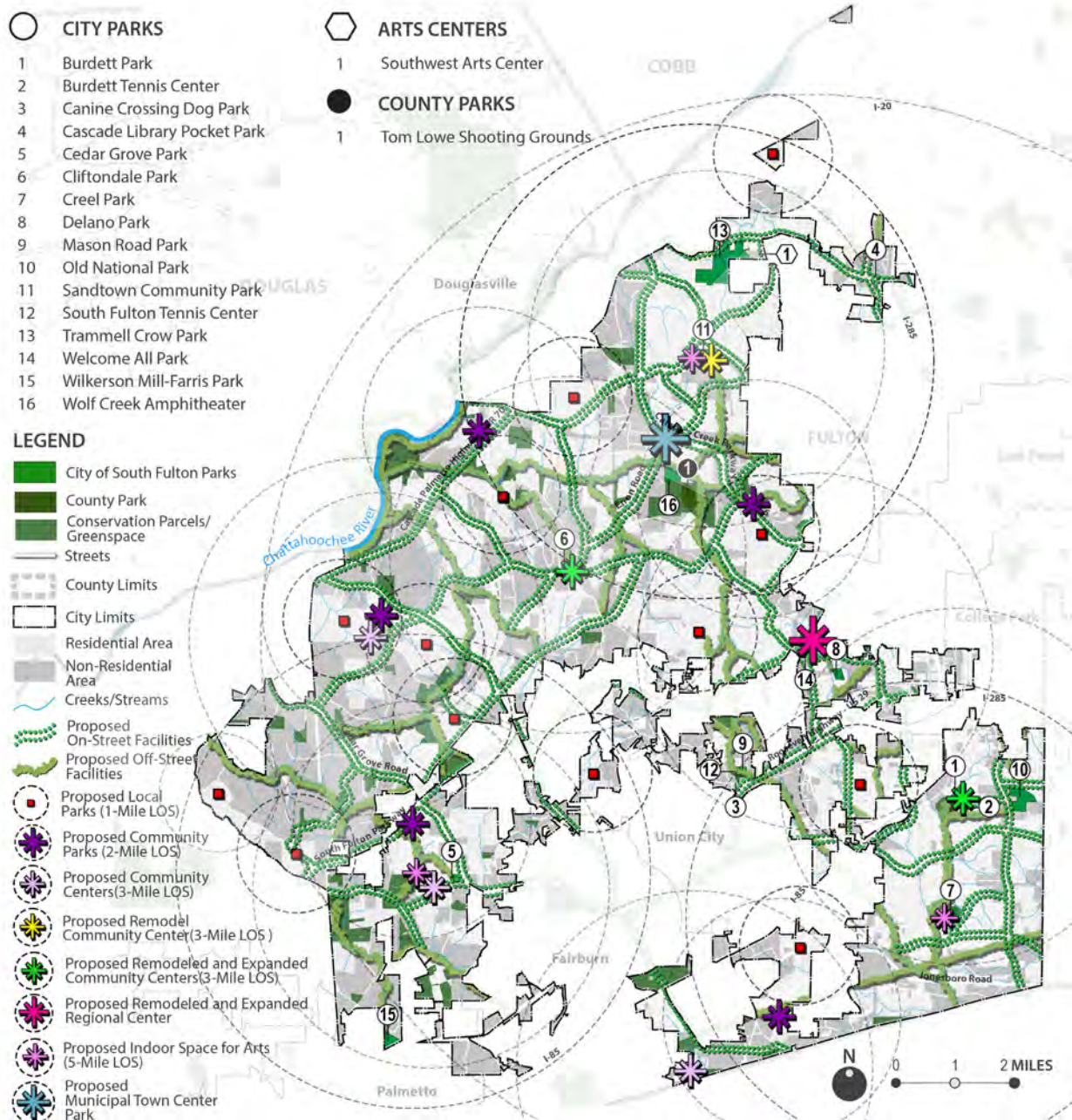
- » Develop the recreation program plan to include:
 - The history of recreation
 - Department mission and guiding principles
 - Organizational structure
 - Program standards
 - Program development
 - Partnerships
 - KPIs from the program assessment
 - Community profile
 - Community needs
 - Finances and cost recovery
 - Program evaluations
 - Customer feedback and delivery of service.
- » Develop the maintenance management plan to include
 - The history of park development
 - Park, facility and asset inventory
 - Maintenance standards
 - Equipment list
 - Reporting accidents
 - Operating procedures
 - Required safety training
 - Team scheduling and routes
 - Quality assurance auditing
 - And customer feedback

An Integrated and Equitable Vision

At its core, this Parks and Recreation Vision is about providing meaningful and equitable benefits for all residents of South Fulton. Its implementation will lead to beautiful parks within a short walk from everyone's home. It will mean a variety of recreation and parks facilities across the city; natural areas for South Fultonites to immerse themselves in nature; and indoor recreation centers designed to support the PRCAD's programs. Most importantly, it is a commitment to a high quality of life for everyone in the South Fulton community.

The map on the next page demonstrates what the City's fully realized Long-Range Vision would look like as an interconnected network. It stitches together the various recreation and park resources to achieve a better functioning system and, ultimately, to strengthen communities throughout the city. With this Long-Range Vision, the PRCAD is poised to establish itself as an active, healthy, happy, and thriving community by harnessing the "power of parks."

Figure 3.48
South Fulton City-wide Vision



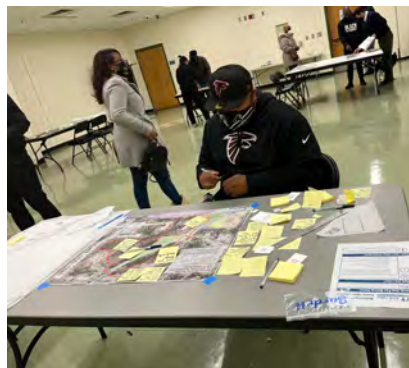
3.3 CONCEPTUAL PARK SITE MASTER PLANS

The Long-Range Vision for the PRCAD also proposes improvements to existing parks. On Saturday, January 29, 2022, City residents were invited to Welcome All Park to provide input related to park improvements.

The workshop was advertised through the City's website, social media, and through each Councilperson's office. Over 70 participants attended the workshop throughout the day and provided insightful and exciting ideas about specific park improvements.

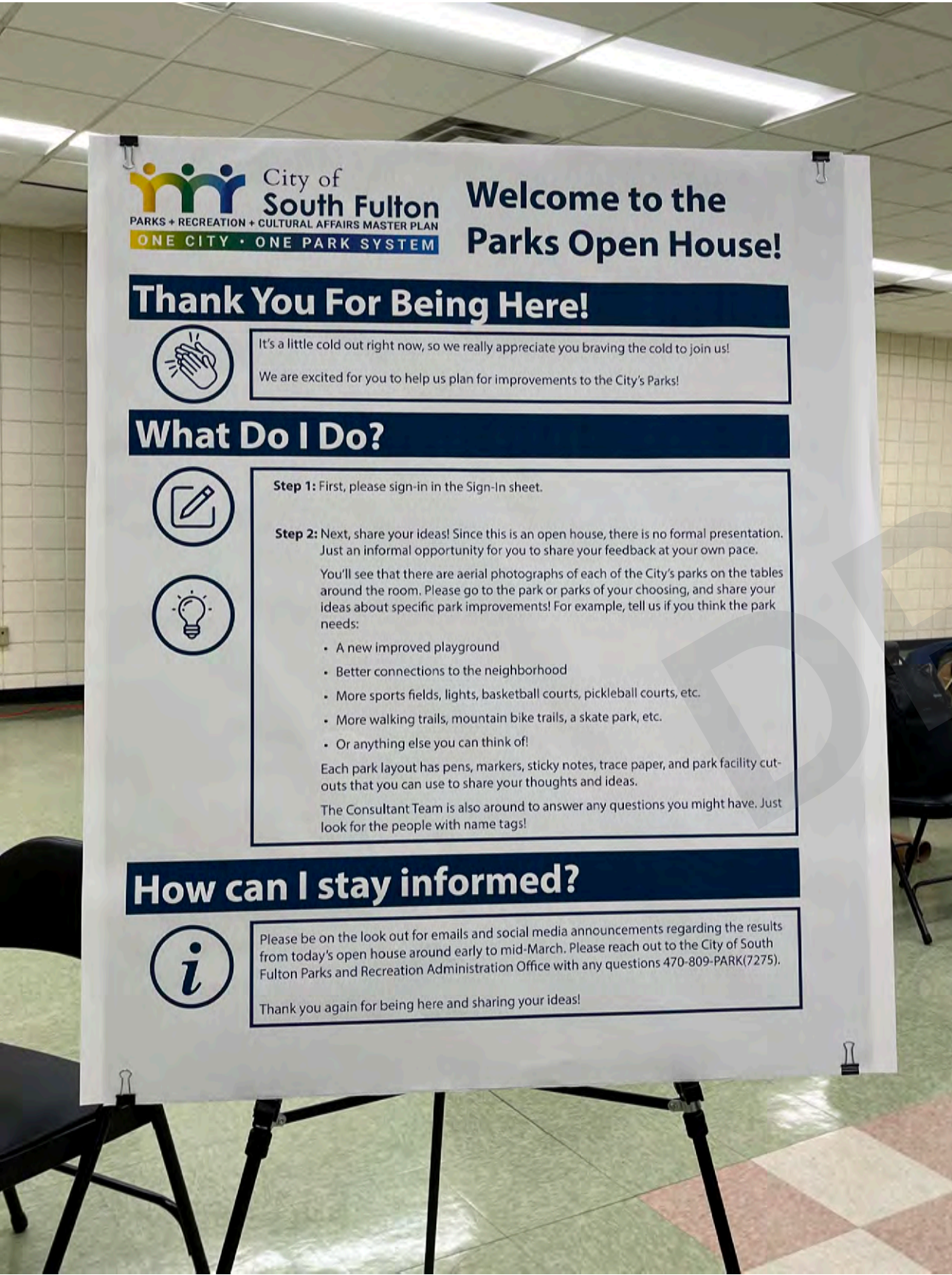
Based on the input collected from residents that day, the proposed PRCAD Long-Range Vision described in the previous section, parks and recreation planning and design best practices, national parks and recreation trends, and previously collected public input, following are Preliminary Conceptual Master Plans for each of the City's Parks followed by inspiration images of proposed park improvements.

It is important to note that these plans are conceptual in nature and would have to go through additional community input as they are refined. These Conceptual Master Plans are the very first step in the process.



Above and Adjacent Page

Photos of residents and park improvement ideas from the Parks Workshop on Saturday, January 29, 2022.



Burdett Park

Legend

- Park Boundary
- Public Parcels
(Owned by Fulton County Board of Education)

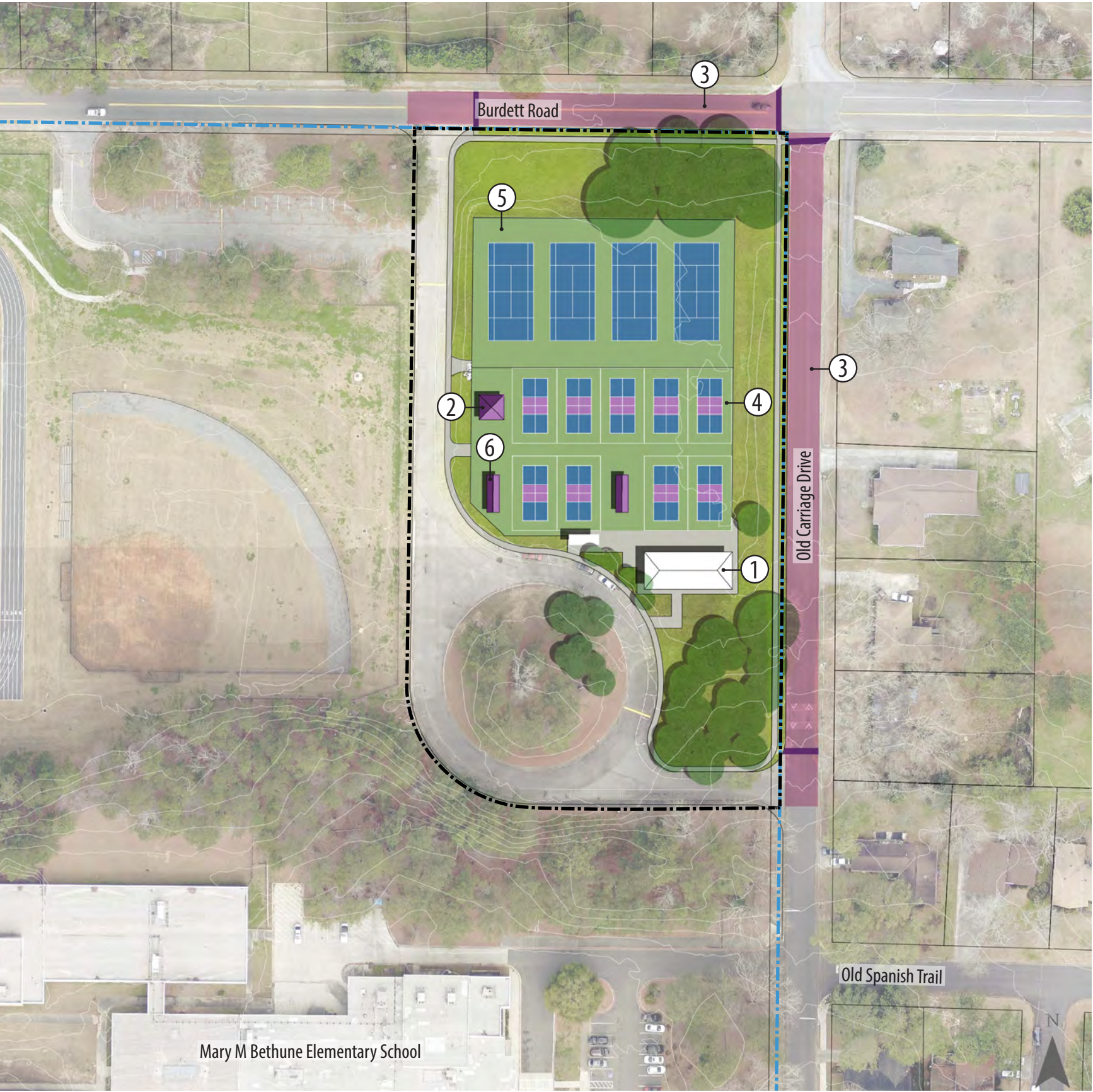
Proposed Park Facilities:

- ① Basketball Court
- ② Canopy Shade Sails
- ③ Community Garden and Greenhouse
- ④ Crosswalk Pavement Markings
- ⑤ Family Pavilion with Grills
- ⑥ Pavilions
- ⑦ Improved and Expanded Community Center
- ⑧ Multi-Purpose Open Space
- ⑨ Multi-Purpose Trails
- ⑩ Nature Trails
- ⑪ Boardwalk
- ⑫ On-Street Parking
- ⑬ Park Zone Pavement Markings
- ⑭ Performance Stage
- ⑮ Picnic Table
- ⑯ Playground
- ⑰ Restroom
- ⑱ Running and Walking Track
- ⑲ Selective Thinning and Pruning of Vegetation
- ⑳ Sidewalk
- ㉑ Splash Pad
- ㉒ Swing Benches
- ㉓ Veteran's Memorial





Burdett Tennis Center

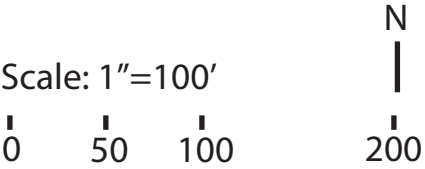


Legend

- Park Boundary
- Public Parcels
(Owned by Fulton County Board of Education)

Proposed Park Facilities:

- ① Large Pavillions with Restroom
- ② Pavilions
- ③ Park Zone Pavement Markings
- ④ Pickleball Courts
- ⑤ Resurfaced Tennis Courts
- ⑥ Tennis Bench with Shade Covers







Canine Crossing Dog Park / Mason Road Park / City of South Fulton Tennis Center

Legend

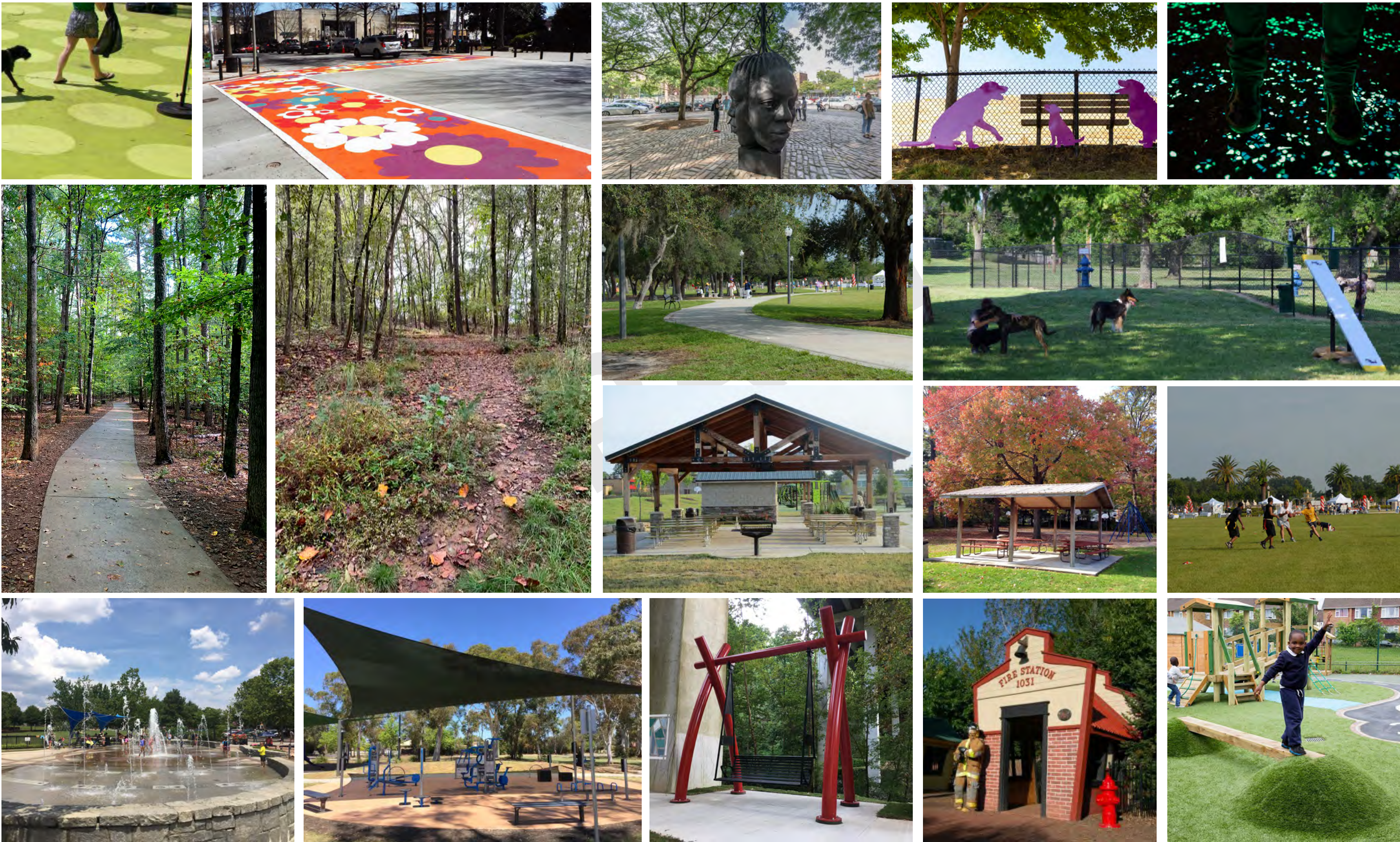
- Park Boundary
- Public Parcels (Owned by Fulton County)

Proposed Park Facilities:

- ① Canopy Shade Sails
- ② Covered Swing Benches
- ③ Crosswalk Pavement Markings
- ④ Dog Gathering Space with Seating
- ⑤ Dog Water Hydrant on Concrete Plaza
- ⑥ Exercise Station
- ⑦ Improved Large Dog Corral
- ⑧ Improved Medium Dog Corral
- ⑨ Improved Parking Area
- ⑩ Improved Playground
- ⑪ Improved Small Dog Corral
- ⑫ Multi-Purpose Open Space
- ⑬ Multi-Purpose Trails
- ⑭ New Road Enhance Access to Existing Community Garden and Trails
- ⑮ New Sidewalks
- ⑯ On-Street Parking
- ⑰ Park Zone Pavement Markings
- ⑱ Pavilion with Picnic Table
- ⑲ Tennis Ancillary Building







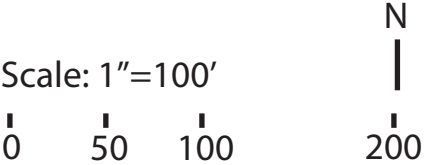
Cliftondale Park

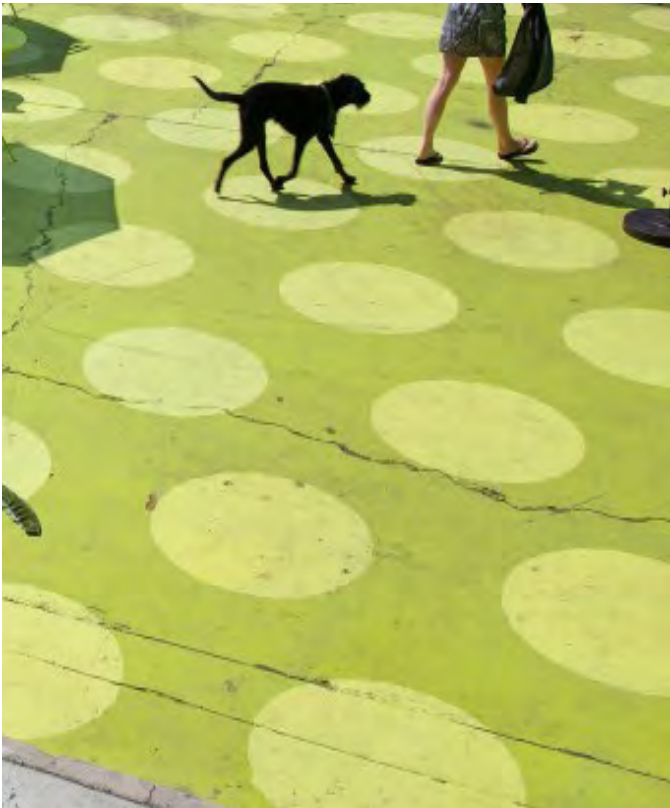
Legend

 Park Boundary

Proposed Park Facilities:

- ① Athletic Hub and Restroom Building
- ② Canopy Shade Sails
- ③ Crosswalk Pavement Markings
- ④ Group Pavilion
- ⑤ Improved Football Field
- ⑥ Improved Multi-Purpose Open Space
- ⑦ Improved Playground
- ⑧ Multi-Purpose Trail Loop
- ⑨ On-Street Parking
- ⑩ Park Zone Pavement Markings
- ⑪ Parking Lot
- ⑫ Parking Area
- ⑬ Playground with Exercise Corral
- ⑭ Remodeled and Expanded Community Center (To include Community Building)
- ⑮ Selective Thinning and Pruning of Vegetation
- ⑯ Splash Pad
- ⑰ Swimming Pool(Lap and Leisure Pool)
- ⑱ Water Feature Area Building





Creel Park

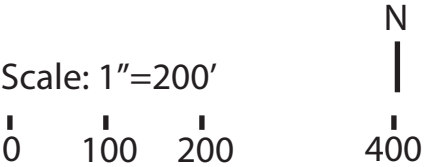


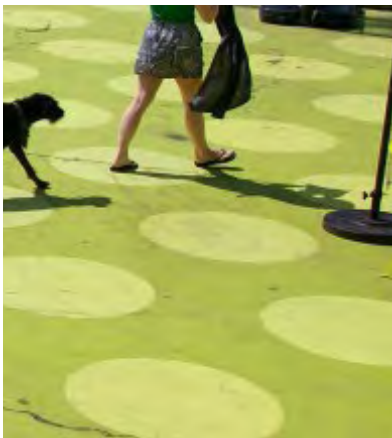
Legend

Park Boundary

Proposed Park Facilities:

- ① Canopy Shade Sails
- ② Crosswalk Pavement Markings
- ③ Improved Multi-Purpose Field
- ④ Improved Tennis Courts
- ⑤ Large Dog Corral
- ⑥ Multi-Purpose Trail Loop
- ⑦ Nature Trail
- ⑧ On-Street Parking
- ⑨ Park Zone Pavement Markings
- ⑩ Parking Lot
- ⑪ Pickleball Courts
- ⑫ Playground with Exercise Corral
- ⑬ Selective Thinning and Pruning of Vegetation
- ⑭ Small and Medium Dog Corral







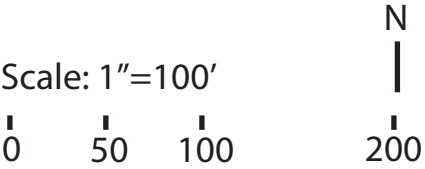
Delano Park

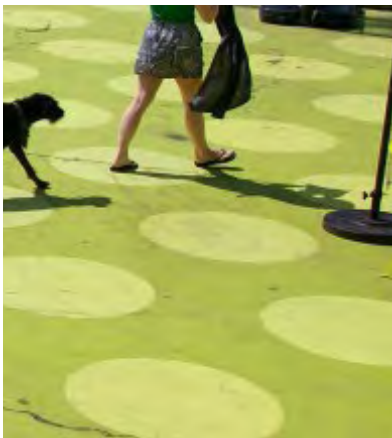
Legend

Park Boundary

Proposed Park Facilities:

- ① Bicycle Playground/Pump Track
- ② Crosswalk Pavement Markings
- ③ Extension of Bailey Street SW to Will Lee Road
- ④ Extension of Delano Road to Will Lee Road
- ⑤ Family Pavilion with Grills
- ⑥ Group Pavilions
- ⑦ Mountain Bike Trails
- ⑧ Multi-Purpose Open Space
- ⑨ Multi-Purpose Trail
- ⑩ On-Street Parking
- ⑪ Park Zone Pavement Markings
- ⑫ Selective Thinning and Pruning of Vegetation



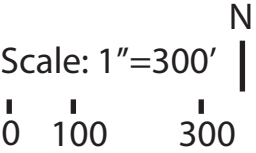


Sandtown Community Park

Legend

- Park Boundary
- Public Parcels
(Owned by Fulton County Board of Education)

- Proposed Park Facilities:**
- ① Adventure Playground with Hillslides
 - ② Basketball Courts
 - ③ Canopy Shade Sails
 - ④ Community Garden
 - ⑤ Crosswalk Pavement Markings
 - ⑥ Expanded Existing Field to Include Running Track and Multi-Purpose Field
 - ⑦ Hillside Seating Area
 - ⑧ Improved Baseball Field
 - ⑨ Improved Field for Kickball
 - ⑩ Improved Softball Field
 - ⑪ Multi-Purpose Trails
 - ⑫ Nature Trails
 - ⑬ On-Street Parking
 - ⑭ Park Zone Pavement Markings
 - ⑮ Parking Lot
 - ⑯ Pavilions
 - ⑰ Remodeled Community Center
 - ⑱ Retaining Wall
 - ⑲ Selective Thinning and Pruning of Vegetation
 - ⑳ Splash Pad
 - ㉑ Synthetic Field with Soccer, Football, Softball, and Baseball Field Markings





Trammell Crow Park

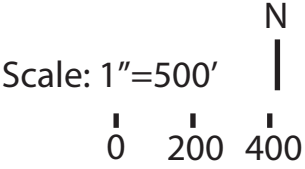


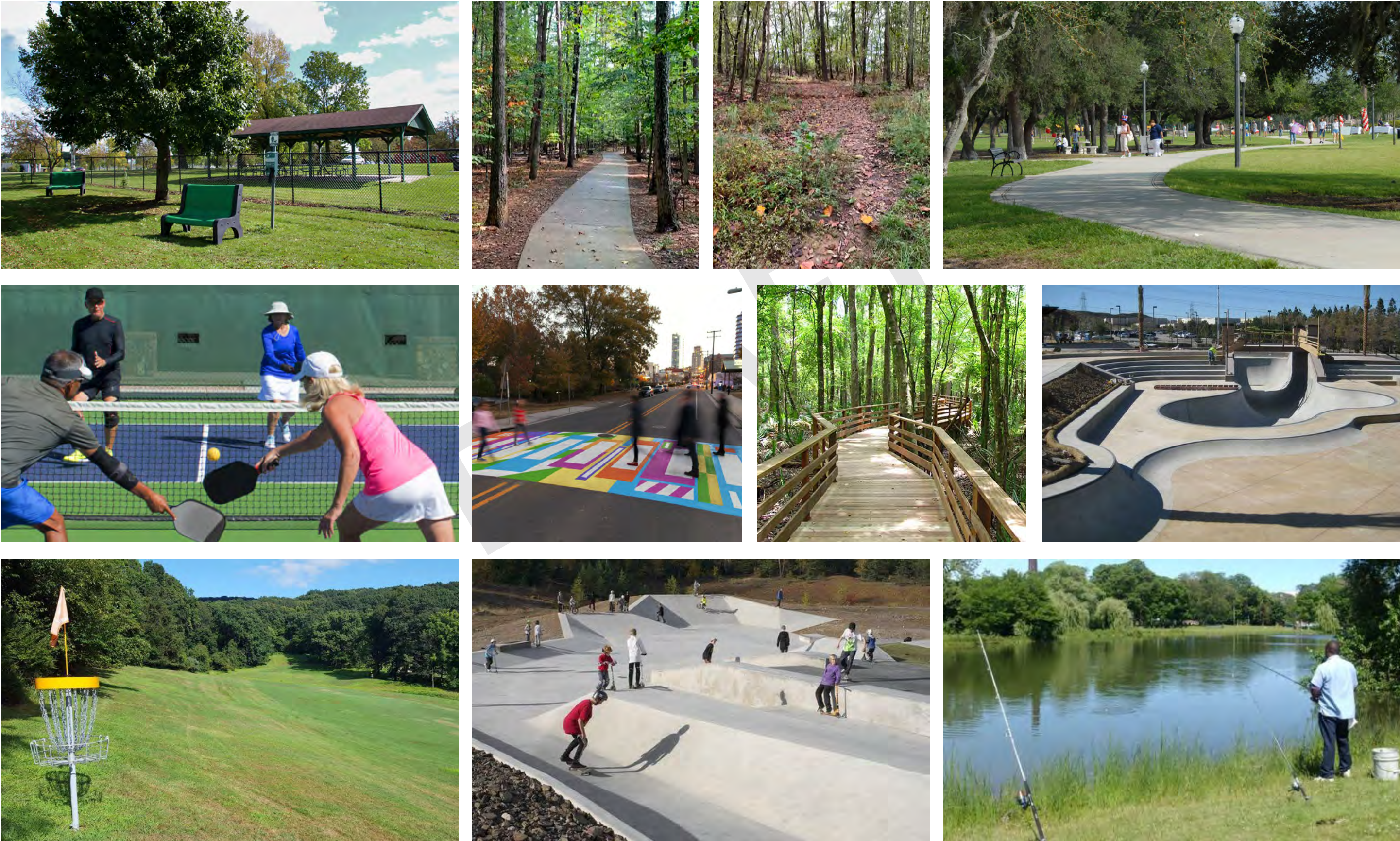
Legend

- Park Boundary
- Public Parcels
(Owned by Fulton County)
- Park Detailed Area Boundary

Proposed Park Facilities:

- ① 18-Hole Frisbee Golf Course
- ② Boardwalk
- ③ Crosswalk Pavement Markings
- ④ Group Pavilions
- ⑤ Large Dog Corral
- ⑥ Medium Dog Corral
- ⑦ Multi-Purpose Open Space
- ⑧ Multi-Purpose Trails
- ⑨ Nature Trails
- ⑩ On-Street Parking
- ⑪ Park Zone Pavement Markings
- ⑫ Parking Lot
- ⑬ Pickleball Courts
- ⑭ Resurfaced Tennis Courts
- ⑮ Skate Park
- ⑯ Small Dog Corral
- ⑰ Stocked Lake with Fish with Fishing Areas







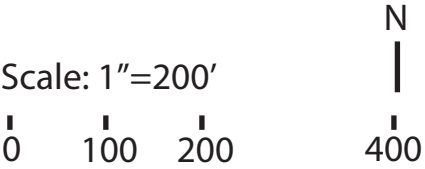
Trammell Crow Park-Park Detailed Area 1

Legend

Park Boundary

Proposed Park Facilities:

- ① 18-Hole Frisbee Golf Course
- ② Boardwalk
- ③ Crosswalk Pavement Markings
- ④ Group Pavilions
- ⑤ Large Dog Corral
- ⑥ Medium Dog Corral
- ⑦ Multi-Purpose Open Space
- ⑧ Multi-Purpose Trails
- ⑨ Nature Trails
- ⑩ On-Street Parking
- ⑪ Park Zone Pavement Markings
- ⑫ Parking Lot
- ⑬ Pickleball Courts
- ⑭ Resurfaced Tennis Courts
- ⑮ Skate Park
- ⑯ Small Dog Corral
- ⑰ Stocked Lake with Fish with Fishing Areas



Trammell Crow Park-Park Detailed Area 2

Legend

 Park Boundary

Proposed Park Facilities:

- ① 18-Hole Frisbee Golf Course
- ② Boardwalk
- ③ Crosswalk Pavement Markings
- ④ Group Pavilions
- ⑤ Large Dog Corral
- ⑥ Medium Dog Corral
- ⑦ Multi-Purpose Open Space
- ⑧ Multi-Purpose Trails
- ⑨ Nature Trails
- ⑩ On-Street Parking
- ⑪ Park Zone Pavement Markings
- ⑫ Parking Lot
- ⑬ Pickleball Courts
- ⑭ Resurfaced Tennis Courts
- ⑮ Skate Park
- ⑯ Small Dog Corral
- ⑰ Stocked Lake with Fish with Fishing Areas

Scale: 1"=200'

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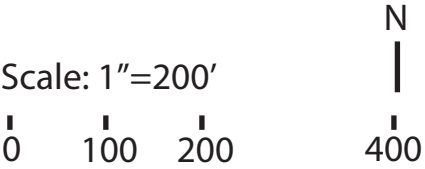
Trammell Crow Park-Park Detailed Area 3

Legend

Park Boundary

Proposed Park Facilities:

- ① 18-Hole Frisbee Golf Course
- ② Boardwalk
- ③ Crosswalk Pavement Markings
- ④ Group Pavilions
- ⑤ Large Dog Corral
- ⑥ Medium Dog Corral
- ⑦ Multi-Purpose Open Space
- ⑧ Multi-Purpose Trails
- ⑨ Nature Trails
- ⑩ On-Street Parking
- ⑪ Park Zone Pavement Markings
- ⑫ Parking Lot
- ⑬ Pickleball Courts
- ⑭ Resurfaced Tennis Courts
- ⑮ Skate Park
- ⑯ Small Dog Corral
- ⑰ Stocked Lake with Fish with Fishing Areas



DRAFT

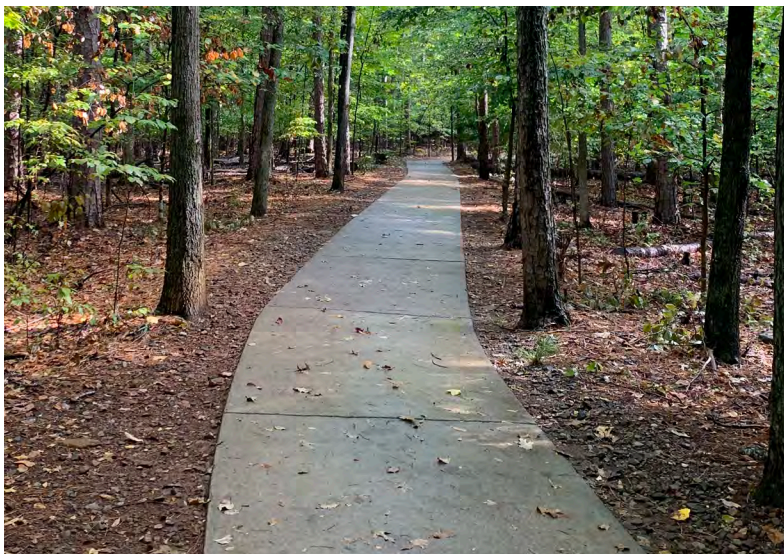


Welcome All Park & Multipurpose Facility

Legend

- Park Boundary
- Public Parcels
(Owned by Fulton County Board of Education)

- Proposed Park Facilities:**
- ① Canopy Shade Sails
 - ② Crosswalk Pavement Markings
 - ③ Group Pavilion with Grills
 - ④ Improved Baseball Fields
 - ⑤ Improved Field
 - ⑥ Improved Pavilion
 - ⑦ Improved Softball Field
 - ⑧ Miracle Baseball Field
 - ⑨ Miracle/Universal Playground
 - ⑩ Multi-Purpose Open Space
 - ⑪ Multi-Purpose Trails
 - ⑫ Nature Trails
 - ⑬ On-Street Parking
 - ⑭ Outdoor Amphitheater
 - ⑮ Park Zone Pavement Markings
 - ⑯ Remodeled and Expanded Regional Center
 - ⑰ Resurfaced Tennis Courts
 - ⑱ Selective Thinning and Pruning of Vegetation





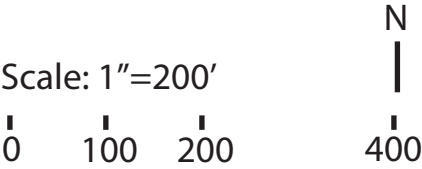
Wilkerson Mill-Farris Park

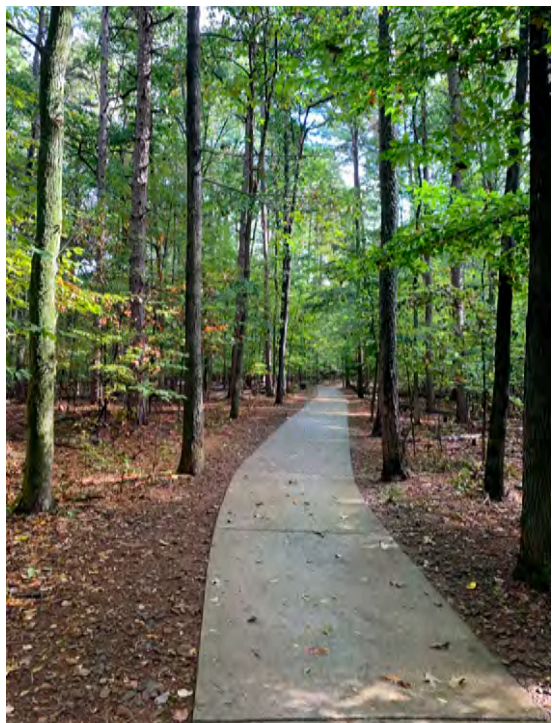
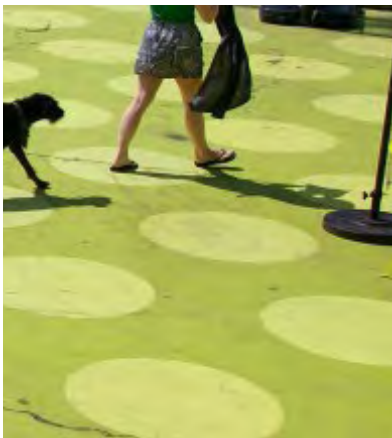
Legend

Park Boundary

Proposed Park Facilities:

- ① Canopy Shade Sails
- ② Concession and Restroom Building
- ③ Crosswalk Pavement Markings
- ④ Entry Plaza
- ⑤ Exercise Corral
- ⑥ Food Trucks and Events Activity Area
- ⑦ Improved Parking Lot
- ⑧ Multi-Purpose Path
- ⑨ Multi-Purpose Synthetic Fields
- ⑩ Nature Trail
- ⑪ On-Street Parking
- ⑫ Open Lawn
- ⑬ Park Zone Pavement Markings
- ⑭ Pavillion
- ⑮ Picnic Tables
- ⑯ Playground
- ⑰ Recreation Center (30,000 sf)
- ⑱ Relocated and Expanded Softball/Baseball Fields
- ⑲ Running Track and Multi-Purpose Field
- ⑳ Selective Thinning and Pruning of Vegetation
- ㉑ Team Pavilions with Grills





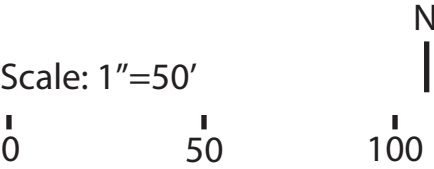
Cascade Library Pocket Park

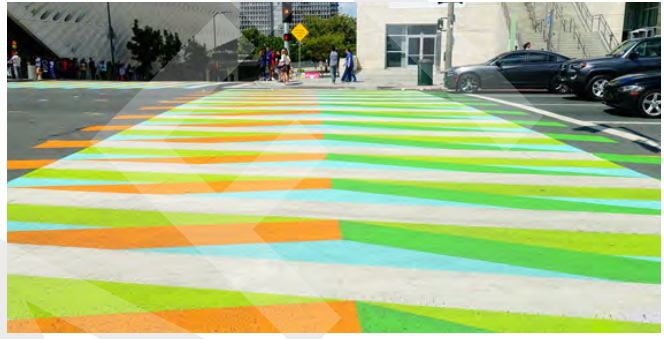
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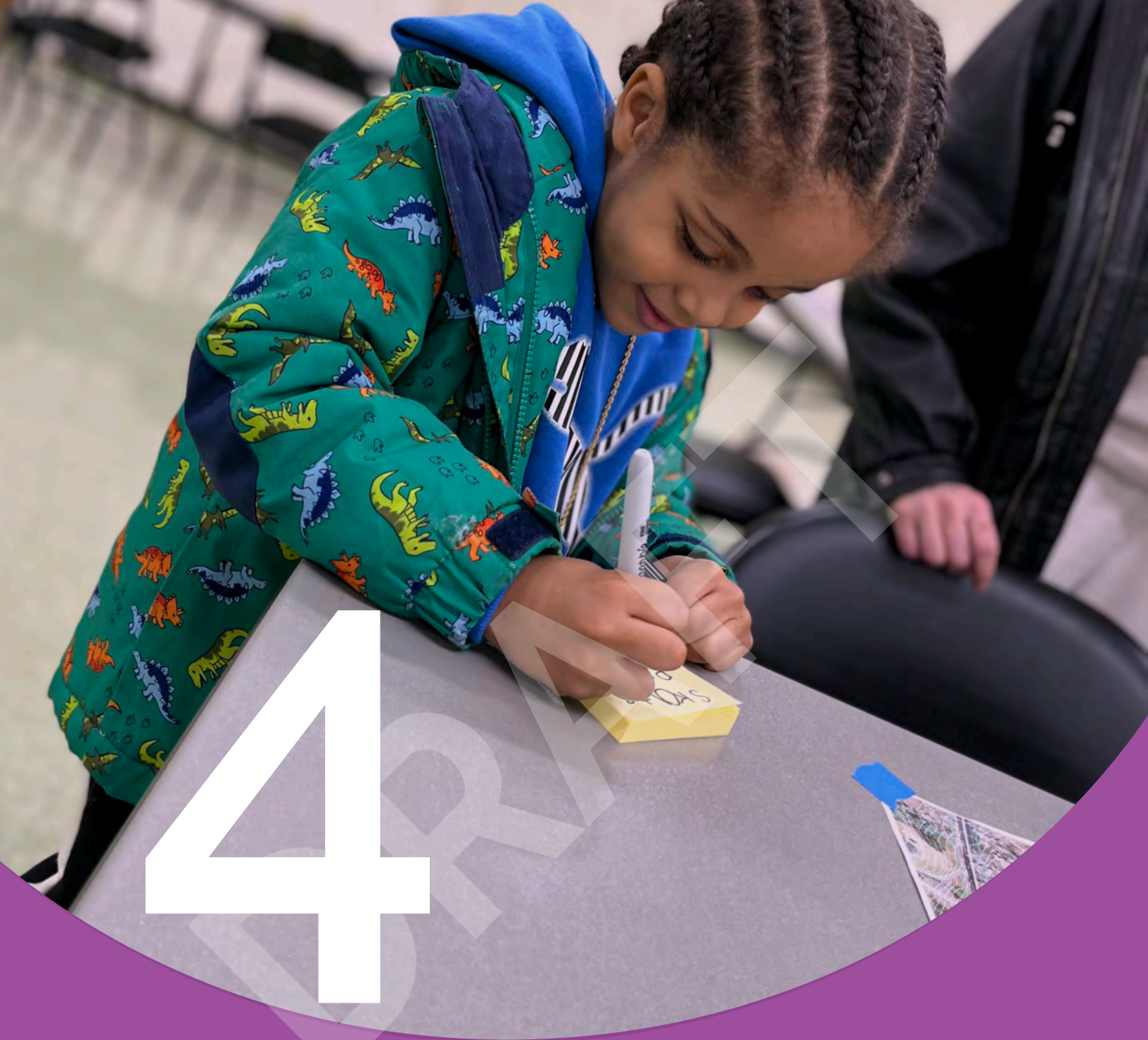
- Park Boundary
- Public Parcels
(Owned by Fulton County)

Proposed Park Facilities:

- ① Canopy Shade Sails
- ② Multi-Purpose Path
- ③ Outdoor Amphitheater
- ④ Park Zone Pavement Markings
- ⑤ Pavilion
- ⑥ Playground
- ⑦ Plaza
- ⑧ Public Art







4

IMPLEMENTATION STRATEGY

4.1 INTRODUCTION

Implementation comes in many forms. The following sections focuses on the following implementation elements:

- 1 Funding
- 2 Phasing of Implementation
- 3 Staff Actions

4.2 FUNDING

The ability to implement the City's Long-Range Parks, Recreation, and Cultural Affairs Vision is based on the amount of funding that will be available over the next 10-years.

Members of the Consultant Team along with the City's Financial Advisor, Mr. Ed Wall with Piper Sandler & Company met with City staff, Councilmembers, and the Mayor to discuss realistic funding strategies for the implementation of parks and recreation capital improvements.

The following pages provide a detailed description of each of the four different 10-year funding projection options that were developed for the City's consideration. These options were based on public funding calculations completed by Piper Sandler & Company and discussions with staff about order of magnitude grants and philanthropic contribution amounts that may be obtained and leveraged. These options ranged from Pay-As-You-Go funding strategies with the City's remaining available millage, to options that consider extra ordinary funding sources.

Funding Option 1 – Remaining Millage to Parks

Funding option 1 is the most conservative funding strategy, which consider the City's remaining millage. Based on the City's Charter, the millage rate of the City is capped at 13.469 mills. During 2021, the City's millage rate was 12.899, leaving 0.57 mills. As illustrated in Figure 4.1, this would generate approximately \$1.45 Million per year. Leveraged with other funding sources including potential parks and recreation grants, Community Development Block Grants (CDBG), and philanthropic contribu-

Figure 4.1
Remaining Millage to Parks

FUNDING OPTIONS	ESTIMATED ANNUAL FUNDING	10-YEAR PROJECTION
Use Remaining Millage for Parks (0.57 Mills)	+/- \$1,458,000	\$ 14.58 MM
Other Parks and Recreation Grants	+/- \$350,000	\$ 3.5 MM
CDBG Grants	+/- \$50,000	\$ 500 K
TOTAL	\$1,858,000	\$18.58 MM
Philanthropic Contributions (10%)	+/- \$185,800	\$ 1.85 MM
TOTAL	\$2,043,800	\$20.43 MM

tions, these funding sources have the potential to generate a combined amount of \$20.43 Million over the next 10-years.

If the City were to consider using the remaining millage for parks or other uses, they City should also consider removing the millage rate cap to provide the City with flexibility to further raise the millage to address unforeseen financial needs. Figure 4.2 shows the millage rates from neighboring cities, all of which have removed their millage caps. Currently, the City of South Fulton has the second lowest millage rate when compared to these cities.

Figure 4.2
 Millage Rate of Cities Around the City of South Fulton

CITY	MILLAGE RATE
City of College Park	12.619
City of South Fulton	12.899
City of East Point	13.25
City of Hapeville	15.729
City of Forest Park	16.743

There are two ways that the City can remove the millage rate cap in the City Charter: (1) a home rule amendment adopted by the Mayor and Council; or (2) through a local act of the Georgia Legislature.

Funding Option 2– Bond Remaining Millage for Parks

Funding option 2 also consider the City's remaining millage, but uses it to pay back a bond that would be levied through the City's Urban Redevelopment Agency (URA). Using the remaining yearly millage amount to pay back a 30-year bond could generate \$28 Million. This could be approved by the Mayor and City Council without a voter referendum. Leveraged with other funding sources including an increased potential for parks and recreation grants, CDBG Grants, and philanthropic contributions, these funding sources have the potential to generate a combined amount of \$38.52 Million over the next 10-years, as illustrated in Figure 4.3.

Figure 4.3
 Funding Option 2

FUNDING OPTIONS	10-YEAR PROJECTION
URA Bond Remaining Millage (0.57 Mill, Non-Voter Approved) (30-Year Pay Back a 3%)	\$ 28.0 MM
Other Parks and Recreation Grants	\$ 5 MM
CDBG Grants	\$ 500 K
TOTAL	\$33.5 MM
Philanthropic Contributions (10%)	\$ 5.02 MM
TOTAL	\$38.52 MM

Funding Option 3 – Voter Approved General Obligation Bond

Funding option 3 considers the use of an extra-ordinary funding source in the form of a 30-year General Obligation Bond. The inclusion of this extra-ordinary funding source is based on the responses from the Statistically Valid Survey (SVS) where 60 percent of respondents expressed a willingness to pay \$1-\$5 extra monthly to fund the types of parks, recreation facilities, and programs that are most important to their household. Figure 4.4 illustrates the range of bond revenue that could be generated based on a range of monthly tax paying household contributions.

Figure 4.4
General Obligation Bond Revenue Generation Potential Based on Monthly Household Contributions

General Obligation Bond (30-Year Pay Back)	\$1 per tax paying household per month = \$14 MM
	\$3 per tax paying household per month = \$42 MM
	\$5 per tax paying household per month = \$70 MM

Figures 4.5 and 4.6 illustrate the amount of combined revenue that could be generated by leveraging \$3 and \$5 per tax paying household, per month, respectively, with other funding sources. Three dollar per household leveraged with other funding sources could generate about \$54 Million and \$5 could generate about \$86 Million over the next 10-years.

Figure 4.5
Funding Option 3a – G.O. Bond (\$3 per Tax Paying Household per Month)

FUNDING OPTIONS	10-YEAR PROJECTION
G.O. Bond (30-Year Pay Back) (\$3 per tax paying household per month)	\$ 42 MM
Other Parks and Recreation Grants	\$ 5 MM
CDBG Grants	\$ 500 K
TOTAL	\$47.5 MM
Philanthropic Contributions (10%)	\$ 7.125 MM
TOTAL	\$54.625 MM

Figure 4.6
Funding Option 3b - G.O. Bond (\$5 per Tax Paying Household per Month)

FUNDING OPTIONS	10-YEAR PROJECTION
G.O. Bond (30-Year Pay Back) (\$5 per tax paying household per month)	\$ 70 MM
Other Parks and Recreation Grants	\$ 5 MM
CDBG Grants	\$ 500 K
TOTAL	\$75.5 MM
Philanthropic Contributions (10%)	\$ 11.325 MM
TOTAL	\$86.825 MM

If voters were to approve a general obligation bond, the City would have to spend the bond revenue within a three-year time frame. To achieve this, the City may need to hire additional staff that has experience with administering, planning, designing, and overseeing the implementation of bond projects. It is recommended that these bond projects be managed and overseen through the Parks, Recreation, and Cultural Affairs Department.

Another option for the City to consider would be to procure the services of a Program Management Firm to help administer the bond and plan, design, and oversee the implementation of projects. This has the potential to cost the City between 10-20% of the total bond amount, depending on the type of services procured. Procuring the services of a Program Management Firm would reduce the amount of money available to implement park projects.

Funding Option 4 – SPLOST

Funding option 4 consider the potential use of a Special Purpose Local Options Sales Tax (SPLOST). The City's ability to use SPLOST for parks will require coordination with local, County, and State officials due to existing SPLOST legislation.

The State cap for a County Sales Tax is 8 cents. Four cents are allocated to the State of Georgia, 1 cent is allocated to the Metropolitan Atlanta Rapid Transit Authority (MARTA), 1 cent to Local Option Sales Tax (LOST), and 1 cent for Education Local Options Sales Tax (ELOST). In Fulton County, 0.75 cents are allocated to the Transportation Local Option Sales Tax (TSPLSOT). This leaves 0.25 cents remaining that could be allocated towards parks. Unlike TSPLOST legislation however, the State legislation does not allow the use of a partial cent for SPLOST. In order to take advantage of the that 0.25 cent, the City would have to coordinate with local municipalities and Fulton County to go to the State Legislature to seek allowance for the use of a partial cent. If the State Legislature were to allow it, they would have to pass legislation to enact it, Fulton County would have to then agree to call a SPLOST, and enter into agreements with Fulton County municipalities to share SPLOST proceeds.

The use of 0.25 cent could generate approximately \$30 million for the City of South Fulton over a 5-year SPLOST. If the City were able to coordinate with the State Legislation and Fulton County to pass two, five-year SPLOSTs, it could generate approximately \$60 million over a 10-year period. Leveraged with other fundings sources, this funding option could potentially generate \$73 Million for park projects as illustrated in Figure 4.7.

Figure 4.7
Two Special Purpose Local Option Sales Tax (SPLOST)

FUNDING OPTIONS	10-YEAR PROJECTION
URA Bond Remaining Millage (0.57 Mill, Non-Voter Approved) (30-Year Pay Back a 3%)	\$ 60 MM
Other Parks and Recreation Grants	\$ 5 MM
CDBG Grants	\$ 500 K
TOTAL	\$65.5 MM
Philanthropic Contributions (10%)	\$ 9.825 MM
TOTAL	\$75.325 MM

Funding Summary

Figure 4.8 below provides a summary of the four different 10-year funding projection options that were previously described.

Figure 4.8
Funding Options Summary

FUNDING OPTIONS	Remaining Millage Pay As-You Go with	Bonding Remaining Millage	G.O. Bond @ +\$3 per Household/ Month	G.O. Bond @ +\$5 per Household/ Month	Two 5-Year SPLOTS using remaining 0.25 from Sales Tax
Funds from Funding Option	\$ 14.5 MM	\$ 28 MM	\$ 42 MM	\$ 70 MM	\$ 60 MM
Other Parks and Recreation Grants	\$ 5 MM	\$ 5 MM	\$ 5 MM	\$ 5 MM	\$ 5 MM
CDBG Grants	\$ 500 K	\$ 500 K	\$ 500 K	\$ 500 K	\$ 500 K
TOTAL	\$ 18.58 MM	\$ 33.5 MM	\$ 47.5 MM	\$ 75.5 MM	\$ 65.5 MM
Philanthropic Contributions (10%)	\$ 1.85 MM	\$ 5.02 MM^	\$ 7.125 MM^	\$ 11.325 MM^	\$ 9.825 MM^
TOTAL	\$ 20.43 MM	\$ 38.525 MM	\$ 54.625 MM	\$ 86.825 MM	\$ 75.325 MM

Based on conversations with City leadership, Mayor, and City Councilmembers, the option to pursue a \$70 Million general obligation bond through a voter referendum during the 2023 or 2024 election cycle was of interest to most elected officials. This would require the development of a prioritized list of projects that would be included in the ballot. Section 4.3 – Phased Capital Improvement Projects provide a project list for consideration.

Additionally, it would be important for the City to procure the services of a specialized firm to assist the City in conducting feasibility research for pursuing a general obligation bond. This feasibility research would include studying local laws and recent elections; conducting a public opinion survey; providing recommendations regarding program design; and assisting with the development of strategies for supporting dedicated, ongoing sources of public funds for identified purposes.

Concurrently, City leadership, Mayor, and City Councilmembers agreed that it would be important to coordinate with local municipalities and Fulton County to lobby the State Legislature to allow the use of the remaining partial cent for SPLOST. This would allow the City to leverage additional funds for park projects in the future.

4.3 PHASED CAPITAL IMPROVEMENT PROJECTS

Implementing the City of South Fulton Parks, Recreation, and Cultural Long-Range Vision will cost \$100s of millions of dollars over the next 10 to 20 years and beyond. These projects range from improvements to existing parks; renovations of existing indoor recreation centers; and development of new parks, indoor recreation centers, and recreation facilities. Given the limited amount of funding that may be available to implement the vision, prioritizing projects is critical.

City staff and the Consultant Team collaboratively developed a prioritization strategy to identify which capital improvement projects should be implemented first as funding becomes available. This strategy was based on findings from the Chapter 1 – Context, Chapter 2 - Needs and Priorities, and industry best practices. Figure 4.9 below identifies the five (5) prioritization goals, goal descriptions, indicators, scores, and weights developed.

Figure 4.9
City of South Fulton Parks, Recreation, and Cultural Affairs Prioritization Strategy

Goal	Goal Description	Indicator	Scores	Weight
1. Health, Safety, and Welfare	Project addresses physical safety hazards of facilities or amenities that may fail and cause harm to the public.	Physical conditions of facilities/amenities based on Park Site Evaluations	5 points – Project does address 0 points – Project does not address	X 2 of total points
2. Preserve/ Replace Facility	Project addresses facilities with significant disrepair and capital improvements to preserve necessary operability.	Physical conditions of facilities/amenities based on Park Site Evaluations	5 points – Project address significant disrepairs 3 points – Project address some disrepairs 0 points – Project address no disrepairs	X 1 of total points
3. Community Needs	Project addresses community demand based on Needs Assessment findings.	Statistically Valid Survey Priority Investment Ranking (PIR) of primary project facility(ies)	5 points – High Priority Need 3 points – Medium Priority Need 1 point – Low Priority Need	X 2 of total points
4. Service Gaps	Project addresses community need by filling a Service Gap from Gap Analysis/ Access Level of Service.	Service Gap/ presence of primary facilities from Park Site Inventory and Access Level of Service (LOS) Analysis	5 points – Complete fill 3 points – Partial fill 0 – No fill	X 3 of total points
5. Social Equity	Improvements are located in an area in the City that has a high social vulnerability index based on the Centers for Disease Control and Prevention Social Vulnerability Index.	Center for Disease Control and Prevention (CDC) Social Vulnerability Index per Census Tract	- Highest Vulnerability – 5 points - Medium Vulnerability – 3 points - Low Vulnerability – 1 point	X 3 of total points

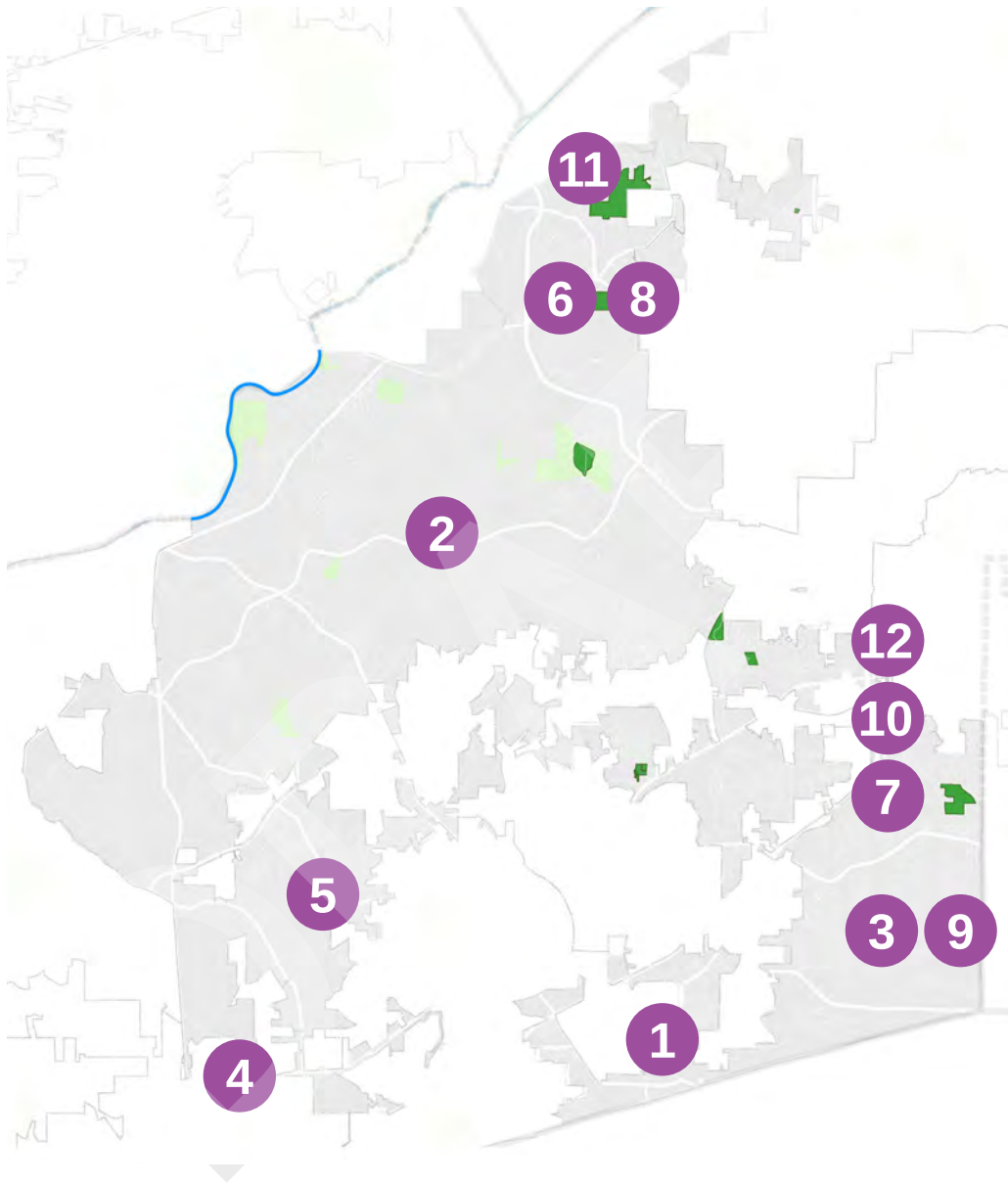
Based on prioritization goals, indicators, scores, and weights, the Consultant Team scored sixty-eighty (68) potential capital improvement projects. Figure 4.10 identifies the proposed Phase-1, 10-year implementation project list. Phase 1 included the top 12 projects that collectively total just over \$70 million dollars. This is the bond funding amount that could potentially be raised through the preferred funding option discussed in Section 4.2 - Funding. Figure 4.11 maps the location of these projects.

Figure 4.10
Prioritized Parks, Recreation, and Cultural Projects Totaling \$86 Million

Rank	Park/Project Name	Project Description	Order of Magnitude Costs	Order of Magnitude O&M Costs (Yearly)
1.	New Neighborhood Park	New, 5-acre Neighborhood Park in the southern area of the City that currently does not have a Neighborhood Park. Primary Neighborhood Park facilities include a covered playground with safety surface, restroom, multi-purpose open space, multi-purpose sports court with basketball, tennis, and pickleball lines, outdoor picnic areas/pavilions, multi-purpose loop trail, and nature trail. Supplemental facilities include a covered exercise corral with safety surface, furnishings, lighting, and on-street parking.	\$5 MM	\$10,000
2.	Cliftondale Park Recreation Center	Demolishing of existing building and construction of primary facility 30,000 sf recreation center with indoor gymnasium, multi-purpose rooms, indoor fitness room, storage, and staff offices. Construction of supplemental facilities parking area, on-street parking along and sidewalk along Butner Road, and stormwater facility with loop trail.	\$16.8 MM	\$1,300,000
3.	Creel Park playground, exercise corral, picnic area/pavilion, and trail improvements	Replace primary facility playground, nature trails, and multi-purpose trail with supplemental facilities safety surface, shade canopy, furnishings, water fountain, exercise corral with safety surface, shade canopy, and furnishings. Selectively clear natural area and prune trees.	\$2 MM	\$40,000
4.	Wilkerson Mill-Farris Park Recreation Center	Development of primary facility 30,000 sf recreation center with indoor gymnasium, fitness center, multi-purpose rooms, staff offices, and storage.	\$16.6MM	\$1,300,000
5.	Cedar Grove Park development of playground, exercise corral, multi-purpose eclipse and northern portion of multi-purpose trail.	Installation of primary facilities of an eclipse 10'-wide multi-purpose trail, playground with safety surface, shade canopy, picnic area/pavilion, splash pad, and northern portion of 10'-wide multi-purpose loop trail. Supplemental facilities include an exercise corral with canopy and safety surface, drinking fountain, and furnishings.	\$5.5 MM	\$55,000

Rank	Park/Project Name	Project Description	Order of Magnitude Costs	Order of Magnitude O&M Costs (Yearly)
6.	Sandtown Community Park Recreation Center remodel	Remodeling and update primary facility recreation center including indoor gymnasium, fitness center, multi-purpose rooms, storage, and staff offices.	\$4.5 MM	\$1,300,000
7.	Burdett Park natural area and paved and unpaved walking/hiking trails	Pruning and selectively clearing primary facility natural areas and installing paved and unpaved trails with seating areas.	\$2.5 MM	\$30,000
8.	Sandtown Community Park multi-purpose field, running track, and nature trails.	Expand existing primary facility multi-purpose field to include running track, nature trails, and natural area between Sandtown Recreation Center and field with supplemental facilities on-street parking.	\$4 MM	\$70,000
9.	Creel Park multi-purpose field, trail, and picnic area/ pavilion improvements	Improve existing primary facilities multi-purpose field, develop one group outdoor picnic area/ pavilion, and multi-purpose trail around the field.	\$1.8 MM	\$20,000
10.	Burdett Park multi-purpose field, trail, outdoor restroom, and sidewalks	Installation of primary facilities multi-purpose field, outdoor restroom, trail, sidewalks connecting to the park, and supplemental facility parking.	\$ 2MM	\$35,000
11.	Trammel Crow Park nature trails and disc golf course	Installation of primary facilities nature trails around the southern portion of the park along with an 18-hole disc golf course.	\$ 4MM	\$65,000
12.	Burdett Park Recreation Center remodel and expansion	Remodel and expand primary facility the recreation center to include improved indoor gym, multi-purpose rooms, fitness center, storage, and staff offices.	\$10.2 MM	\$1,300,000
Total			\$74.9 MM	\$5,525,000

Figure 4.11
City of South Fulton Parks, Recreation, and Cultural Affairs Prioritized Project Location Map



4.4 STAFF ACTIONS

Staff actions will ensure that the City's Parks, Recreation, and Cultural Affairs Long-Range Vision remains equitable, relevant, and impactful.

The following section complements and builds upon the City's Phased Capital Improvement Projects and provides a process by which the City will implement the vision.

Organized around the Strategic Actions described in Chapter 3 – Vision and preferred funding strategies identified in Section 4.2 – Funding, this section includes seventy-four (74) Recommendations/Projects, Key Performance Indicators (KPIs), Responsible Parties, and Time Frames that the City should follow to implement the Parks, Recreation, and Cultural Vision. This section is intended to be a "living section", which will be used by staff on a daily basis and updated based on current information.

Recommendations/ Projects
Refresh Programs
Re-energize stagnant programs with new curriculum of activities and retire declining programs. Retired programs should be replaced with new programs the public identified as a need for in the high priority investment rating.
Improve the quality of programming with the development of program standards that create consistency in service delivery. This is to include the following: • When to arrive and set up • When to have set up complete, name tag on, smiling and greeting each participant as they arrive • Cross promoting other services as part of a group opening greeting • Thanking them for coming and handing out an invitation. • Other quality efforts developed from creating the "South Fulton Way" customer experience.
Offer saturated and new programs at the preferred time and day identified by the public by age group.
Refresh Places
Establish a unified DPRCA "brand," with a comprehensive graphic look and color palette to be implemented in new signage and media, and to be used in re-painting and rebranding of facilities
Explore potential of hiring Parks, Recreation, and Cultural Affairs Project Manager to lead Park Capital Improvement Projects (CIP).
Follow through on recommendations in the URA Facility Prioritization Strategy Plan (Sep. 2020) to make necessary repairs/replacements, prioritizing the "Major Repair" items.
Regularly updated residents on work progress.

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
Decrease in "Programs I am interested in are not offered" from Statistically Valid Survey (SVS) barriers to participation question by 3% within the next 3 years (from current level of 23%). Project addresses facilities with significant disrepair and capital improvements to preserve necessary operability. Project addresses community demand based on Needs Assessment findings.	Recreation Operations	Short-Term	Staff Time
	Recreation Operations	Short-Term	Staff Time
	Recreation Operations	Mid-Term	Staff Time
Quantity of signs, buildings, and facilities re-painted Decrease "Lack of Awareness" from SVS barriers to participation question by 10% within the next 3 years (from current level of 53%).	Department of Parks, Recreation, and Cultural Affairs (DPRCA) Administration	Short-Term	Staff Time
Projects Implemented	DPRCA Administration/ City Manager	Short-Term	Staff Time
Projects Implemented	DPRCA Administration	Short-Term	Staff Time
Quantity of updates provided to residents	DPRCA Administration	Mid-Term	Staff Time

Recommendations/ Projects
Develop/and or update specific maintenance levels of service for parks and trail corridors utilizing the National Recreation and Park Association's (NRPA) maintenance standards. • Level 1 – High visibility areas that require the highest level of maintenance. • Level 2 – The normal standard and what an individual expects to see on a regular basis. • Level 3 and 4 – Levels just below the norm and include reductions in frequency of maintenance with a focus on safety. These levels are often utilized when there are budget and manpower reductions. • Level 5 – This level is one step above allowing the land to return to its original state. • Level 6 – This level allows the land to return to its original natural state or open space that is already in its natural condition.
Adjust frequency of park maintenance and trash pick-up for parks and trail corridors based on established NRPA park maintenance standards.
Increase resources to maintain parks based on established NRPA park maintenance standards.
Develop a Parks, Recreation, and Cultural Affairs Security Plan and prioritize implementation of projects.
Refresh People
Develop the "South Fulton Way" for customer experiences with the brand.
Conduct customer journey mapping to better understand customers, anticipate their needs and deliver excellent service across the system consistently.
Identify outcomes that reinforce the brand at each level in every division and each opportunity for interaction with customers.
Develop The "South Fulton Way" training program for all staff as part of the overall training program and include refreshers at multiple times throughout the year.
Work with the City to fill vacant positions to build capacity for enhanced service delivery.
Work with the City to gain funding for marketing services. • A funding strategy is needed to ensure increased funding for marketing that involves multiple sources, creating sustainability. When determining pricing, incorporate a marketing percentage to expenses. This cost allocation approach will help build in the cost of marketing into each program and service partially supported by the program participants.
Develop a funding strategy to ensure increased funding for marketing that involves multiple sources, creating sustainability. When determining pricing, incorporate a marketing percentage to expenses.

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
Decrease in "Facilities not well maintained" from SVS barriers to participation question by 12% within the next 3 years (from current level of 24%).	DPRCA Administration	Short-Term	Staff Time
	DPRCA/ Public Works	Short-Term	Staff Time
	DPRCA Administration	Mid-Term	Staff Time
Decrease in "Security Insufficient" from SVS barriers to participation question by 16% within the next 3 years (from current level of 32%).	DPRCA Administration	Mid-Term	Staff Time
Increase "Excellent" perception customer ratings 3% (from current level of 25%), Decrease "Fair" perception customer ratings 3% (from current level of 13%), Increase percentage of residents who identify as having participated in DPR programs 3% (from current level of 32%) in SVS	DPRCA Administration	Short-Term	Staff Time
	DPRCA Administration	Short-Term	Staff Time
	DPRCA Administration	Short-Term	Staff Time
	DPRCA Administration	Short-Term	Staff Time
Quantity of positions filled	DPRCA Administration	Mid-Term	Staff Time
Increased marketing funding	DPRCA Administration	Mid-Term	Staff Time
	DPRCA Administration	Mid-Term	Staff Time

Recommendations/ Projects	
Work with the City to develop a five-year personnel plan. Develop the plan and begin to identify costs and funding sources to ensure sustainability. Key positions include: • Capital Projects Project Manager • Communications Coordinator • Business Development Manager • Athletic Manager • Cultural Administrative Assistant • Athletic Coordinator	
Connect Programs	
Take popular programs not tied to a special use facility and implement them across the city in various districts to increase convenience to programs.	
Ensure facilities and locations used for programing are appropriate for activities and do not detract from quality customer experience.	
Create an awareness campaign about these opportunities.	
Track and map the location of each program along with participation and satisfaction levels from evaluations handed out at towards the end of the program. Tracking and mapping in GIS will provide a visual representation when reporting on outcomes from this new initiative.	
Tell the equity and access story through mapping, photos, and increased participation. Pictures from these city-wide programs will also reinforce the brand and aid in creating greater awareness.	
Develop program standards for athletics to increase service delivery: • Facility use – Standards for availability, reservations, and compensation • Required coaches training – delivered by a clinician including appropriate behavior, interaction and contact with children • Player, coach, and parent conduct expectations • Communication – Channels, required communicate, how to handle certain situations and debriefing seasonally at the completion of league play • Developmental outcomes for participants – fundamentals and skill levels taught at different age groups	
Connect Places	
Develop a Trails, Bikeways, and Pedestrian Master Plan (updating and expanding the South Fulton TrailNet based on the proposed map of linkages included in this plan) including Capital Improvements Plan, Prioritization, and Funding.	
Re-examine the prioritization of implementing the model mile trail plan within the context of other trail projects proposed in the Trails, Bikeways, and Pedestrian Master Plan to ensure trail bikeway, and pedestrian capital investment are targeted to areas of largest need and impact.	
Coordinate with other government departments and agencies, such as DPW and Georgia Department of Transportation (GDOT), to advocate for pedestrian and bicycle connectivity (particularly during road resurfacing and redesign projects), specifically addressing parks that currently lack access.	
Coordinate with DPW to advocate for the implementation of Park Zones around city parks and indoor recreation centers.	

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
Quantity of positions hired	DPRCA Administration	Mid-Term	Staff Time
Increase "Excellent" perception customer ratings 3% (from current level of 25%), "Decrease "Fair" perception customer ratings 3% (from current level of 13%), Increase percentage of residents who identify as having participated in DPR programs 3% (from current level of 32%) in SVS	Recreation Operations	Short-Term	Staff Time
	Recreation Operations	Short-Term	Staff Time
	Recreation Operations	Short-Term	Staff Time
	Recreation Operations	Short-Term	Staff Time
	Recreation Operations	Mid-Term	Staff Time
Progress of towards development of standards	DPRCA Administration/ Recreation Operations	Long-Term	Staff Time
Progress towards completion of Master Plan	DPRCA Administration/ Public Works	Short-Term	Staff Time and Consultant \$250,000
Progress towards implementation	DPRCA Administration/ Public Works	Mid-Term	Staff Time
Quantity of pedestrian and bicycle connectivity projects implemented	DPRCA Administration/ Public Works	Bi-yearly	Staff Time
Quantity of park zones implemented	DPRCA Administration/ Public Works	Yearly	Staff Time

Recommendations/ Projects	
Coordinate with other agencies and organizations, such as the PATH Foundation and Aerotropolis CID, and Atlanta Regional Commission (ARC) to advocate for the implementation of established bicycle and trail vision plans and ensure LIT connectivity to the City's parks and indoor recreation centers.	
Coordinate with Metropolitan Atlanta Rapid Transit Authority (MARTA) to advocate for transit service at community serving parks.	
Connect People	
Develop cross-divisional teams to implement the Master Plan and develop solutions. Set the direction of each team with a purpose sheet, defining the purpose, timeframe, leader(s), desired outcome and what success would look like. The level of teamwork created from this approach will help to increase employee engagement. Be intentional about the teams and skill sets individuals bring to the team.	
Develop cost-of-service model, building the knowledge, understanding and capabilities of division staff. Knowing the cost to provide a particular service will help staff make better decisions with cost containment and delivering efficient services.	
Develop Key Performance Indicators (KPIs) for each division, revenue generating facility, and core program area. KPIs could begin with participation numbers for particular programs, event visitations, facility admissions, revenue, expenditures, cost to maintain an acre of parkland, cost to maintain a mile of trail, percentage of mowing complete each week, etc.	
Connect staff to resources including funding, technology, equipment, local boards/committees, Georgia Recreation and Parks Association (GRPA), the National Recreation & Park Association (NRPA), Commission for Accreditation of Parks and Recreation Agencies (CAPRA), and City Parks Alliance. The associations will help staff to network and more easily solve problems they may not have encountered before. In addition, associations lead professional development opportunities such as conferences, certifications and training schools, not to mention free educational subjects throughout the year in various areas. In some instances, scholarships are available to attend these developmental opportunities.	
Develop Cultural Affairs assessment to define operations, assets, partnerships, opportunities, and campaigns to increase awareness. Building a team to go through the process of assessing Cultural Affairs will continue to incorporate the division into the DPRCA and go a long way in division staff feeling like part of the team.	
Develop Programs	
Using the program development process, create new core program areas and programming based on needs and trends in:	
• Adult fitness/wellness • Senior fitness/wellness • Learn to swim (Aquatics Programming) • Senior programs • Special events • Esports (virtual programming)	
Once new programming concepts take shape, begin identifying age segments, classification, pricing strategies, lifecycle stage, marketing methods, KPIs, and questions for the participant survey.	
Create both qualitative and quantitative questions for a user survey to capture participant perceptions and implement improvements to increase customer satisfaction, if identified in the survey responses.	

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
Quantity of trails implemented	DPRCA Administration/ Public Works	Bi-yearly	Staff Time
Implementation of transit service at community serving parks	DPRCA Administration/ Public Works	Bi-yearly	Staff Time
Completion of desired outcomes of cross-divisional teams	DPRCA Administration	Short-Term	Staff Time
Development of cost-of-service model	DPRCA Administration	Short-Term	Staff Time
KPIs	DPRCA Administration	Short-Term	Staff Time
Participation in in GRPA, NRPA, CAPRA, and City Parks Alliance educational sessions	DPRCA Administration	Short-Term	Staff Time
Completion of Cultural Affairs Assessment	Cultural Affairs Operations	Mid-Term	Staff Time and Consultant \$150,000
Increase participation in programs annually, year-over-year.	Recreation Operations	Short-Term	Staff Time
Progress on recommendations KPIs	Recreation Operations	Mid-Term	Staff Time
Quantity of survey participants	Recreation Operations	Per Program	Staff Time

Recommendations/ Projects	
Enhance programming through on-going customer feedback. Adult fitness/wellness	
• Develop and incorporate program user surveys for all programs. • Incorporate lost customer surveys to schools out activities and youth sports. • Incorporate intercept surveys in parks and facilities of no more than five questions to understand use, satisfaction, and areas for improvement from visitors. • Implement focus groups with seniors to gain insight into programming to meet their recreational needs.	
Enhance existing partnerships and develop new ones to share in the delivery of services, expertise, and resources. Incorporate best practices into all partnerships identifying equitable terms and measurable outcomes.	
Develop Places	
Adopt City of South Fulton Parks, Recreation, and Cultural Affairs Master Plan.	
Repeat online survey, elected official interviews, stakeholder interviews, and special events input used for the City of South Fulton Parks, Recreation, Cultural Affairs Master Plan to ensure responsiveness to resident needs, update level of service recommendations, and confirm Capital Improvement Plan.	
Update the City's Parks, Recreation, and Cultural Affairs Master Plan.	
Parks – Town Center	
Coordinate with Destination South Fulton Economic Development to include the development of the Town Center Park in the proposed Town Center development.	
Regularly coordinate with Destination South Fulton Economic Development to receive updates on the progress of the development of the Town Center.	
Coordinate with Destination South Fulton Economic Development on the planning, design, and implementation of the Town Center Park based on recommendations from the Parks, Recreation, and Cultural Affairs Master Plan Vision.	
Parks – Local Parks, Community Parks, and Recreation Facilities	
Meet with other city departments, school district, and governmental agencies to explore partnership and establish Memorandums of Understanding (MOUs) that increase publicly accessible park land acreage in the City based on areas of need identified in the Parks, Recreation, and Cultural Affairs Master Plan.	
Update development regulations to ensure private development provides fair share of park land to meet the City's target of providing 12 acres of park land per 1,000 population.	
Regularly coordinate with the Department of Community Development and Regulatory Affairs to review development projects and ensure that they are coordinated with the Parks, Recreation, and Cultural Affairs Master Plan Vision and recommendations.	

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
Increase participation in programs annually, year-over-year	Recreation Operations	Mid-Term	Staff Time
Quantity of partnerships developed and perception of services through surveys	Recreation Operations	Mid-Term	Staff Time
Adoption of Plan	City Manager and Council	Short-Term	Staff Time
Number of participants from online survey, interviews, and special events	DPRCA Administration	Yearly	Staff Time
Progress towards completion of Master Plan	DPRCA Administration	Long-Term	Staff Time and Consultant \$200,000
Inclusion for Town Center Park in Town Center Development	DPRCA Administration	Short-Term	Staff Time
Quantity of meetings and progress towards implementation	DPRCA Administration	Yearly	Staff Time
Progress towards implementation of Town Center Park	DPRCA Administration	Long-Term	Staff Time
132 acres per year total of available land confirmed to be suitable for parks, recreation, and cultural affairs purposes in relation to city-wide acreage level of service target of 12 acres per 1,000 population in an effort to add 929 acres in by 2030. Updated annually.	DPRCA Administration	Yearly	Staff Time
	DPRCA Administration	Short-Term	Staff Time
	DPRCA Administration	Monthly	Staff Time

Recommendations/ Projects	
Establish a committee with representatives from the Parks, Recreation and Cultural Affairs Department, Department of Community Development and Regulatory Affairs, Destination South Fulton Economic Development, the City Manager's Office, representative from non-profit that will help the City acquire land and other relevant representatives to meet monthly to review park land acquisition opportunities, prioritize opportunities, and pursues acquisition.	
Acquire park land strategically through property donations, purchases, public/private partnerships, or similar means to ensure parks are available and accessible throughout the City as recommended in the Parks, Recreation, and Cultural Affairs Master Plan Vision.	
Confirm prioritization of proposed park development projects.	
Confirm and update planning level capital costs and operating costs identified in CIP based on confirmed facilities to be implemented.	
Establish publicly viewable list of projects with time lines and status updates.	
Complete community-based, detailed park site master plans and construction documents for facilities to be implemented based on the Conceptual Park Site Master Plan included in the City of South Fulton Parks, Recreation, and Cultural Affairs Master Plan and available capital and operating dollars.	
Procure Asset Management Software such as Lucity or similar and complete Asset Management Assessment and Plan of Parks, Recreation, and Cultural Affairs properties, buildings, facilities, and furnishings to ensure proactive maintenance, repair, and replacement of the parks system.	
Monitor the quality, safety, and functionality of assets, and replace as needed.	
Track Capital Improvement spending per park, analyze spending per year, and develop equitable spending targets.	
Natural Areas	
Develop a Conservation Lands Acquisition and Management Plan that identifies natural resource management strategies for existing natural areas, identifies and prioritizes sites for acquisitions, identifies funding sources, and implementations strategies based on Natural Areas vision of City of South Fulton Parks, Recreation, and Cultural Affairs Master Plan.	
Partner with third-party, non-profit organization, like Trust for Public Land or Conservation Fund, to assist with the acquisition of high-priority natural areas.	
Continue to pursue partnerships on Conservation Parcels (like Campbellton Creek Nature Preserve) to provide public access to natural areas.	
Indoor Recreation Facilities	
Develop Feasibility Study and Master Plan for community centers that are proposed for development and include an estimate of capital and operating costs, anticipated revenues, and alternative delivery strategies.	
Evaluate alternatives for operations, maintenance and programming, including potential partnerships.	

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
	DPRCA Administration	Short-Term	Staff Time
	City Manager/ DPRCA Administration	Mid-Term	Staff Time and Non-profit organization
Prioritization list	DPRCA Administration	Short-Term	Staff Time
Updated costs	DPRCA Administration	Short-Term	
Quantity of views from website	DPRCA Administration/ Communications	Short-Term	
Quantity of park site master plans completed	DPRCA Administration	Mid-Term	Staff Time and Consultants
Yearly and five-year projections of funds needed to maintain the system	DPRCA Administration	Mid-Term	Staff Time and Consultant \$200,000
	DPRCA Administration	Mid-Term	Staff Time
Achieving of equitable spending targets.	DPRCA Administration	Long-Term	Staff Time
Progress towards completion of management Plan	DPRCA Administration	Long-Term	Staff Time and Consultant \$200,000
Quantity of acres purchased	DPRCA Administration	Mid-Term	Staff Time Percentage of Acquisition Costs
Quantity of partnerships	DPRCA Administration	On-going	Staff Time
Completion of feasibility study	DPRCA Administration	Long-Term	Staff Time and Consultant \$65,000

Recommendations/ Projects	
Develop People	
Initiate a succession plan for the DPRCA. Assemble a team of members from each division to be involved that can bring division specific knowledge to the planning process: • Identify Critical Skills refers to each position's necessary capabilities to adequately perform the duties. • Assess Competency refers to the knowledge base of existing staff in the positions. • Identify Gaps refers to the knowledge needed by existing staff. • Identify Training opportunities refers to seeking organizations that provide the professional development that may be needed by existing staff. • Develop Training Plan refers to a five to ten-year spreadsheet that identifies the training needed by position and the year the opportunity will be funded for staff to pursue the training.	
Develop a recreation program plan and maintenance management plan to capture institutional knowledge and current practices from each division and incorporate into training of full-time and part-time staff and eventually new hires. Develop the recreation program plan to include: • The history of recreation • Department mission and guiding principles • Organizational structure • Program standards • Program development • Partnerships • KPIs from the program assessment • Community profile • Community needs • Finances and cost recovery • Program evaluations • Customer feedback and delivery of service. Develop the maintenance management plan to include • The history of park development • Park, facility and asset inventory • Maintenance standards • Equipment list • Reporting accidents • Operating procedures • Required safety training • Team scheduling and routes • Quality assurance auditing • And customer feedback	
Funding	
Establish Friends of Park groups	
Establish City of South Fulton Parks, Recreation, and Cultural Affairs Foundation with an Advisory Board to pursue philanthropic contributions that leverage public funding sources.	
Hire grants writer or contractor to pursue Parks, Recreation, and Cultural Affairs grants.	

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
Progress towards completion of succession plan	DPRCA Administration	Short-Term	Staff Time
Progress towards completion of succession plan	DPRCA Administration	Mid-Term	Staff Time
Quantity of Friends Groups established	DPRCA Administration	Short-Term	Staff Time
Quantity of philanthropic awards obtained	DPRCA Administration	Mid-Term	Staff Time
Quantity of grants written and received	DPRCA Administration	Short-Term	Staff Time

Recommendations/ Projects
Complete feasibility research for pursuing general obligation bond.
Implement recommendations from feasibility research with the goal of including a ballot measure in identified election cycle.
Coordinate with local municipalities and Fulton County to approach State Legislature regarding remaining 0.25 cent for SPLOST
Lobby State Legislation to allow use of remaining partial cent for SPLOST
Coordinate with Fulton County to call for a SPLOST and establish an agreement for the amount to be allocated to the City of South Fulton

Key Performance Indicator (KPI)	Responsible Party	Time Frame	Cost
Completion of feasibility research with recommendations	City Manager and Council	Short-Term	Staff Time and Consultant \$60,000
Inclusion of ballot measure	City Manager	Short-Term	Staff Time
Use of 0.25 for Parks SPLOST	City Manager	Short-Term	Staff Time and Consultants



City of South Fulton

5440 Fulton Industrial Blvd.
South Fulton, GA 30336

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:20 p.m. Request Council Approval to enter into a seven (7) year lease purchase via sole source contract from Stryker in the annual amount of \$144,374.68 for Defibrillators and Lucas Devices at a total cost of \$802,639,32. Funds are available for the 1st annual payment in the Fire Capital Budget.

DATE: April 25, 2023

SUBJECT: 6:20 p.m. Request Council Approval to enter into a seven (7) year lease purchase via sole source contract from Stryker in the annual amount of \$144,374.68 for Defibrillators and Lucas Devices at a total cost of \$802,639,32. Funds are available for the 1st annual payment in the Fire Capital Budget.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
COSF Decision Memo - Lease Purchase for Stryker Defibrillators and Lucas Devices	Cover Memo	4/21/2023

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager



REVIEW AND APPROVAL ROUTING SHEET

This routing sheet has been developed to ensure that all appropriate Senior Management Team members have thoroughly reviewed, approved, and signed off on all official documents in their respective service areas prior to the City Manager's receipt for final approval and signature, as needed. Items should be routed in the following order: 1.) Originating Division and other applicable Divisions; 2.) Finance Director; 3.) Assistant City Manager; and 4.) City Manager.

Parties Consulted:	Initials	Date
☐ City Attorney/General Counsel <i>Legal issues have been addressed</i>		
☐ Assistant City Manager <i>Complies with operational processes and guidelines.</i>		
☐ Finance Director <i>Funds are available and complies with fiscal guidelines.</i>	KSP	4/11/2023
☐ Information Technology Director <i>When Information Technology issues are involved</i>		
☐ Program & Performance Manager <i>Complies with Division/programmatic processes</i>		
☐ Communications Director <i>Complies with Division/programmatic processes</i>		
☐ Parks & Recreation Director <i>Complies with Division/programmatic processes</i>		
☐ Destination South Fulton Director <i>Complies with Division/programmatic processes</i>		
☐ DCDRA Director <i>Complies with Division/programmatic processes</i>		
☐ Human Resources Director <i>Complies with HR policies and procedures; positions are budgeted</i>		
☒ Public Safety <i>Complies with Division/programmatic processes. Specify Fire or Police</i>	cg	4/7/2023
☐ Public Works Director <i>Complies with Division/programmatic processes</i>		
☐ Other (Clerk's Office, Municipal Court, etc.) <i>Complies with Division/programmatic processes. Specify Area</i>		
☐ Other (Clerk's Office, Municipal Court, etc.) <i>Complies with Division/programmatic processes. Specify Area</i>		

City Manager's Decision: Approved ☐ Disapproved ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

City Manager's Comments:

City Manager's Signature

4-11-23

Date

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager

KHALID KAMAU
MAYOR



DON TOMS
INTERIM CITY MANAGER

DECISION MEMO

TO: Don Toms
Interim City Manager

FROM: Chad Jones
Fire Chief 

DATE: April 7, 2023

SUBJECT: Approval of lease purchase for Stryker Defibrillators and Lucas Devices

Background:

The City of South Fulton Fire Rescue Department was approved \$150,000 in its 2023 capital to purchase five (5) defibrillators. After careful research, the department has found a more viable option. The department wishes to enter into a lease/purchase agreement with Stryker to provide for 15 defibrillators and three (3) Lucas's devices for a total of \$ 802,639.32 (over seven (7) years). The agreement covers maintenance, repairs, and upgrades over the life of the agreement.

An Automated External Defibrillator (AED) are portable devices that deliver electrical shocks to the heart to restart it. They're often used in cases of cardiac arrest when the heart stops beating. The Lucas device delivers uninterrupted chest compressions at a consistent rate and depth. The machine frees up the first responder from chest compressions that over time become slower and shallower and allows them to attend to other critical issues.

In its place of purchasing equipment over several years, this lease purchase will our department to outfit all responding apparatus with new and reliable equipment at once, which can possibly be the deciding factor in a life-or-death situation.

Decision Needed:

The South Fulton Fire and Rescue Department request the City Council's approval to enter into a seven (7) year lease purchase via sole source contract from Stryker in the annual amount of \$144,374.68 for a total cost of \$802,639,32. Funds are available for the 1st annual payment in our Capital Budget: 350-3520-54-2500.

Decision: **Approved** ☒ **Disapproved** ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate the pursuit of an alternate course of action.

Comments:



City Manager's Signature

4-11-23

Date



04/10/2023

City of South Fulton

5440 Fulton Industrial Boulevard Southwest
Atlanta, Georgia 30336

Equipment: See proposal for detailed equipment descriptions and pricing.

Finance structure: \$1 out end of term option

\$1 out of end of term option: Purchase the equipment for \$1.00.

Payment terms:

\$1 out	7 annual payments
Proposal total	\$802,639.32
Total payment	\$144,374.68

Payments are exclusive of all applicable taxes and freight unless otherwise noted.

Contract commencement: Upon delivery, installation, and acceptance.

Down payment: No down payment required.

First payment due: Net 30 following installation.

Interim rent: Stryker does not charge interim rent.

Documentation fees: Stryker does not charge documentation fees.

Payment adjustment: The payments quoted herein were calculated based, in part, on an interest rate equivalent as quoted on the Intercontinental Exchange website, at <https://www.theice.com/marketdata/reports/180>, under the USD Rates 1100 Series. Stryker's Flex Financial business reserves the right to adjust the payments prior to contract commencement to maintain current economics of this proposed transaction.

Deal consummation: This proposal is subject to final credit, pricing, and documentation approval. Legal documents must be signed before your equipment can be delivered.

Please note that this proposal is subject to change if documents are not signed prior to **04/28/2023**.

10187237v2



South Fulton Fire Upgrade Equipment

Quote Number: 10646399

Version: 3

Prepared For: City of South Fulton

Attn:

Remit to: Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Jaime Armbrust

Email: jaime.armbrust@stryker.com

Phone Number:

Quote Date: 03/28/2023

Expiration Date: 06/26/2023

Delivery Address		End User - Shipping - Billing		Bill To Account	
Name:	City of South Fulton	Name:	City of South Fulton	Name:	City of South Fulton
Account #:		Account #:		Account #:	
Address:	5440 Fulton Industrial Blvd	Address:	5440 Fulton Industrial Blvd	Address:	5440 Fulton Industrial Blvd
	Atlanta		Atlanta		Atlanta
	Georgia 30336		Georgia 30336		Georgia 30336

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99577-001957	LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT. Incl at N/C: 2 pr QC Electrodes (11996-000091) & 1 Test Load (21330-001365) per device, 1 Svc Manual CD (26500-003612) per order	15	\$35,963.07	\$539,446.05
2.0	41577-000288	Ship Kit -QUIK-COMBO Therapy Cable; 2 rolls100mm Paper; RC-4, Patient Cable, 4ft.; NIBP Hose, Coiled; NIBP Cuff, Reusable, adult; 12-Lead ECG Cable, 4-Wire Limb Leads, 5ft; 12-Lead ECG Cable, 6-Wire Precordial attachment	15	\$0.00	\$0.00
3.0	21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	45	\$393.90	\$17,725.50
4.0	11577-000004	Station Battery Charger - For the LP15	15	\$1,604.85	\$24,072.75
5.0	11140-000098	LP15 AC Power Adapter (power cord not included)	15	\$1,407.90	\$21,118.50
6.0	11140-000015	AC power cord	15	\$68.25	\$1,023.75
7.0	11171-000049	Masimo Rainbow DCI Adult Reusable SpO2, SpCO, SpMet Sensor, 3 FT, For use with RC Patient Cable.	15	\$558.35	\$8,375.25
8.0	11171-000046	Masimo M-LNCSCI, Adult Reusable SpO2 only Sensor. For use with RC Patient Cable.	15	\$262.60	\$3,939.00
9.0	11171-000047	Masimo M-LNCSP, Pediatric Reusable SpO2 only Sensor. For use with RC Patient Cable.	15	\$262.60	\$3,939.00
10.0	11160-000011	NIBP Cuff-Reusable, Infant	15	\$18.85	\$282.75
11.0	11160-000013	NIBP Cuff-Reusable, Child	15	\$21.45	\$321.75
12.0	11160-000017	NIBP Cuff -Reusable, Large Adult	15	\$29.90	\$448.50
13.0	11160-000019	NIBP Cuff-Reusable, Adult X Large	15	\$42.25	\$633.75



South Fulton Fire Upgrade Equipment

Quote Number: 10646399

Version: 3

Prepared For: City of South Fulton

Attn:

Remit to: Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Jaime Armbrust

Email: jaime.armbrust@stryker.com

Phone Number:

Quote Date: 03/28/2023

Expiration Date: 06/26/2023

#	Product	Description	Qty	Sell Price	Total
14.0	11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	15	\$280.80	\$4,212.00
15.0	11220-000028	LIFEPAK 15 Carry case top pouch	15	\$50.70	\$760.50
16.0	11260-000039	LIFEPAK 15 Carry case back pouch	15	\$72.15	\$1,082.25
17.0	21996-000109	Titan III WiFi Gateway	15	\$1,062.40	\$15,936.00
19.0	99576-000063	LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	3	\$18,015.50	\$54,046.50
20.0	11576-000060	LUCAS Desk-Top Battery Charger	3	\$35.00	\$105.00
21.0	11576-000071	LUCAS External Power Supply	3	\$35.00	\$105.00
22.0	11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	3	\$35.00	\$105.00
Equipment Total:					\$697,678.80

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-LP15V4-LP15	TRADE-IN-STRYKER LP15V4 TOWARDS PURCHASE OF LIFEPAK 15	3	-\$7,500.00	-\$22,500.00

ProCare Products:

#	Product	Description	Years	Qty	Sell Price	Total
18.0	78000171	LIFENET Asset, per device	1	18	\$137.00	\$2,466.00
24.1	78000639	ProCare LIFEPAK 15 Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT. Incl at N/C: 2 pr QC Electrodes (11996-000091) & 1 Test Load (21330-001365) per device, 1 Svc Manual CD (26500-003612) per order	3	15	\$6,612.00	\$99,180.00



South Fulton Fire Upgrade Equipment

Quote Number: 10646399

Remit to: Stryker Medical

Version: 3

P.O. Box 93308

Chicago, IL 60673-3308

Prepared For: City of South Fulton

Rep: Jaime Armbrust

Attn:

Email: jaime.armbrust@stryker.com

Phone Number:

Quote Date: 03/28/2023

Expiration Date: 06/26/2023

#	Product	Description	Years	Qty	Sell Price	Total
24.2	78000703	ProCare LUCAS Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	3	3	\$5,157.00	\$15,471.00
ProCare Total:						\$117,117.00

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$10,343.52
Grand Total:	\$802,639.32

Prices: In effect for 30 days

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

Capital Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at <https://www.strykeremergencycare.com/terms>.

PENDING APPROVAL



April 2023

Stryker is the sole-source provider in the Hospital (hospitals and hospital-owned facilities), Emergency Response Services and Emergency Response Training (paramedics, professional and volunteer fire) markets in the U.S. and Canada for the following products:

- New LIFEPAK® 15 monitor/defibrillators
- New LIFEPAK 20e defibrillator/monitors
- New LIFEPAK CR2 automated external defibrillators
- New LIFEPAK 1000 automated external defibrillators
- New LUCAS® chest compression system
- CODE-STAT™ data review software and service

Stryker is the sole-source provider in all markets for the following products and services:

- RELI™ (Refurbished Equipment from the Lifesaving Innovators) devices
- LIFENET® system and related software
- ACLS (non-clinical) LIFEPAK defibrillator/monitors
- LIFELINKcentral™ Government Campus Solution
- MultiTech 4G and Titan III gateways
- Factory-authorized inspection and repair services which include repair parts, upgrades, inspections and repairs

Stryker does not authorize any third parties to sell these products or services in the markets listed above. We will not fulfill orders placed by non-authorized businesses seeking to resell our products or services. If you have questions, please feel free to contact your local Stryker customer service representative at 800.442.1142.

Sincerely,

Matt Van Der Wende, Vice President, Americas Sales

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Emergency Care

11811 Willows Road NE, Redmond, WA 98052 USA | P +1 425 867 4000 | Toll-free +1 800 442 1142 | stryker.com



ProCare® Services

3800 E. Centre Ave.
Portage, MI 49002 USA
1-800-STRYKER
stryker.com

To:	Whom it may concern
Subject:	Emergency Care Parts and Service
Date:	April 08, 2022

Stryker's Medical division certifies that it is the original equipment manufacturer (OEM) or sole source distributor of parts for Stryker's Emergency Care products. All parts are manufactured at Stryker or supplied to Stryker by approved vendors.

Stryker employs its own field service team (known as ProCare Services) to service its products. Stryker only uses OEM parts for repairs and has exclusive use of certain proprietary tools for diagnostics and repairs. Stryker Emergency Care products that require the use of such proprietary tools include, but are not limited to:

- Power-LOAD fastener
- Power-PRO cot
- LUCAS 3 chest compression system
- LIFEPAK 15 monitor/defibrillator
- LIFEPAK 20e monitor/defibrillator
- LIFEPAK 1000 defibrillator
- LIFEPAK CR Plus / LIFEPAK CR2 defibrillator

Tooling is calibrated, documented and controlled by Stryker's home offices in Portage, MI, USA and Redmond, WA, USA. Calibration records and training records are available upon request.

Service repairs are documented and reviewed by Stryker's quality team. To help ensure Stryker's commitment to quality, Stryker tracks and trends its service to help ensure the highest level of product performance for its customers. Preventive maintenance (PM) and service history documentation is available upon request.

The Quality Management System of Stryker's Medical division is ISO 13485:2016 certified.

Please contact your local Stryker representative with questions.

Stryker Corporation or its divisions or other corporate affiliated entities own, use or have applied for the following trademarks or service marks: CR Plus, LIFEPAK, LUCAS, Power-LOAD, Power-PRO, ProCare, Stryker. All other trademarks are trademarks of their respective owners or holder.

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GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:25 p.m. Request Council Approval for the City of South Fulton to enter into a contract with Paryani Real Estate LLC to renovate the Sandtown Recreation Center utilizing the State contract in the amount of \$746,728.22 funded from the Public Works Capital Fund.

DATE: April 25, 2023

SUBJECT: 6:25 p.m. Request Council Approval for the City of South Fulton to enter into a contract with Paryani Real Estate LLC to renovate the Sandtown Recreation Center utilizing the State contract in the amount of \$746,728.22 funded from the Public Works Capital Fund.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Project #116434 - CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym	Cover Memo	4/21/2023

Work Order Signature Document**EZIQC Contract No.: GA-A07-040820-PAR**☒**New Work Order****Modify an Existing Work Order**

Work Order Number: 116434.00

Work Order Date: 04/19/2023

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Inte

Owner Name: City of South Fulton

Contractor Name: Paryani Real Estate LLC

Contact: Martha Anderson

Contact: Jessica Jackson

Phone: 470-809-7300

Phone: 404-940-2253

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No GA-A07-040820-PAR.

Brief Work Order Description:

Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Time of Performance*See Schedule Section of the Detailed Scope of Work***Liquidated Damages**

Will apply:



Will not apply:

**Work Order Firm Fixed Price: \$746,728.22**

Owner Purchase Order Number:

Approvals_____
Owner_____
Date_____
Contractor_____
Date

Detailed Scope of Work

To: Jessica Jackson
Paryani Construction
2300 Windy Ridge Parkway, Suite R-76
Atlanta, GA 30339
404-940-2253

From: Martha Anderson
City of South Fulton

470-809-7300

Date Printed: April 19, 2023

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor

Brief Scope: Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint
Interior Gym

☐**Preliminary**☐**Revised**☒**Final**

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Please see proposal and scope of work for Project #116434 - CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date: April 19, 2023

IQC Master Contract #: GA-A07-040820-PAR

Work Order Number: 116434.00

Owner PO #:

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Contractor: Paryani Real Estate LLC

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior

Proposal Value: \$746,728.22

01 - General Requirements	\$62,772.19
02 - Site Work	\$5,967.86
05 - Metals	\$2,432.32
06 - Wood, Plastic, and Composites	\$40,524.14
07 - Thermal & Moisture Protection	\$182,866.15
08 - Openings	\$2,036.96
09 - Finishes	\$426,894.72
10 - Specialties	\$1,245.14
11 - Equipment	\$2,175.29
22 - Plumbing	\$13,547.72
32 - Exterior Improvements	\$6,265.73
Proposal Total	\$746,728.22

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: April 19, 2023

IQC Master Contract #: GA-A07-040820-PAR

Work Order Number: 116434.00

Owner PO #:

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Contractor: Paryani Real Estate LLC

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior

Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
01 - General Requirements					
1	01 22 16 00 0002		EA	Reimbursable FeesReimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	\$12,100.00
				Quantity Unit Price Factor Total Installation 11,000.00 x 1.00 x 1.1000 = 12,100.00	
				This line item is for necessary bonds	
2	01 22 20 00 0010		HR	ElectricianFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$5,779.39
				Quantity Unit Price Factor Total Installation 80.00 x 58.11 x 1.2432 = 5,779.39	
				2 electricians for 1 week to remove and reset scoreboards, secure electrical components while prepping ceilings and CMU walls	
3	01 22 20 00 0010 0001		MOD	For Foreperson, Add	\$144.71
				Quantity Unit Price Factor Total Installation 40.00 x 2.91 x 1.2432 = 144.71	
4	01 22 20 00 0019		HR	Painter, OrdinaryFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$2,869.31
				Quantity Unit Price Factor Total Installation 40.00 x 57.70 x 1.2432 = 2,869.31	
				2 painters for 1 week to prep exterior building for paint	
5	01 22 20 00 0019 0001		MOD	For Foreperson, Add	\$143.71
				Quantity Unit Price Factor Total Installation 40.00 x 2.89 x 1.2432 = 143.71	
6	01 22 20 00 0029		HR	Sheet Metal WorkerFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$6,506.41
				Quantity Unit Price Factor Total Installation 80.00 x 65.42 x 1.2432 = 6,506.41	
				2 metal workers for 1 week to add coping around exterior door/stairs on south side of building	
7	01 22 20 00 0029 0001		MOD	For Foreperson, Add	\$162.61
				Quantity Unit Price Factor Total Installation 40.00 x 3.27 x 1.2432 = 162.61	
8	01 22 23 00 0063		MO	30' Electric, Scissor Platform Lift	\$4,622.91
				Quantity Unit Price Factor Total Installation 3.00 x 1,239.52 x 1.2432 = 4,622.91	
				Scissor lift to keep onsite for multiple trades to use to complete interior/exterior work	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior
 Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		

01 - General Requirements

9	01 22 23 00 0861	WK		2,000 PSI Pressure Washer With Full-Time Operator	\$6,063.32
			Quantity	Unit Price	Factor = Total
			Installation 3.00 x	1,625.73 x	1.2432 = 6,063.32
				Pressure was exterior building CMU, siding walls, handrails and guardrails to prep for paint	
10	01 54 23 00 0007	CCF		Up To 20' Height Scaffolding Initial Erection And Final Dismantling, Per CCF Of Scaffolding And Accessories	\$3,030.92
			Quantity	Unit Price	Factor = Total
			Installation 100.00 x	24.38 x	1.2432 = 3,030.92
				Scaffolding for exterior work	
11	01 74 19 00 0016	EA		40 CY Dumpster (6 Ton) "Construction Debris" Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$15,664.32
			Quantity	Unit Price	Factor = Total
			Installation 20.00 x	630.00 x	1.2432 = 15,664.32
				Dumpsters for interior/exterior demolition	
12	01 74 23 00 0017	CSF		Cleaning Of Stairs	\$1,061.07
			Quantity	Unit Price	Factor = Total
			Installation 50.00 x	17.07 x	1.2432 = 1,061.07
				Clean and prep exterior stairs for paint	
13	01 91 13 00 0005	HR		Commissioning - Electrical/Fire Alarms/Security Systems	\$4,623.51
			Quantity	Unit Price	Factor = Total
			Installation 32.00 x	116.22 x	1.2432 = 4,623.51
				2 electricians 1 day to wire and start-up sump pump in mechanical room	

Subtotal for 01 - General Requirements \$62,772.19

02 - Site Work

14	02 41 19 13 0281	SF		6" Thick Reinforced Concrete Slab On Grade Cutouts, <24 SF	\$5,967.86
			Quantity	Unit Price	Factor = Total
			Installation 220.00 x	21.82 x	1.2432 = 5,967.86
				Concrete pour back in mechanical room	

Subtotal for 02 - Site Work \$5,967.86

05 - Metals

15	05 73 23 00 0016	LF		Refinish Metal Handrail	\$2,432.32
			Quantity	Unit Price	Factor = Total
			Installation 350.00 x	5.59 x	1.2432 = 2,432.32
				Repaint exterior handrails/guardrails @ building. Handrails/guardrails not attached to building are excluded	

Subtotal for 05 - Metals \$2,432.32

06 - Wood, Plastic, and Composites

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior
 Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
06 - Wood, Plastic, and Composites					
16	06 16 23 00 0003		SF	1" x 8" Diagonal Surface Board Type Subfloor4 Sides Laid In A Diagonal Pattern.	\$4,451.45
				Quantity Unit Price Factor = Total	
			Installation	1,288.00 x 2.21 x 1.2432 = 3,538.74	
			Demolition	1,288.00 x 0.57 x 1.2432 = 912.71	
			Remove and replace subfloor along perimeter water damaged due to water intrusion		
17	06 16 33 00 0019		SF	5/8" CD Grade Plywood Floor DeckingApplied to floor or joists.	\$25,599.97
				Quantity Unit Price Factor = Total	
			Installation	7,200.00 x 2.52 x 1.2432 = 22,556.62	
			Demolition	7,200.00 x 0.34 x 1.2432 = 3,043.35	
			2nd Layer of Plywood required for subfloor system at Basketball Court		
18	06 16 33 00 0019 0012		MOD	For Fire Retardant Treatment, Add	\$12,352.44
				Quantity Unit Price Factor = Total	
			Installation	7,200.00 x 1.38 x 1.2432 = 12,352.44	
19	06 16 33 00 0019 0029		MOD	For >6,400 To 12,800, Deduct	-\$1,879.72
				Quantity Unit Price Factor = Total	
			Installation	7,200.00 x -0.21 x 1.2432 = -1,879.72	
Subtotal for 06 - Wood, Plastic, and Composites					\$40,524.14
07 - Thermal & Moisture Protection					
20	07 21 13 13 0040		SF	6" Thick, R23.1, Molded Expanded Polystyrene, Foam Board Insulation (MEPS)	\$1,572.65
				Quantity Unit Price Factor = Total	
			Installation	0.00 x 4.94 x 1.2432 = 0.00	
			Demolition	5,750.00 x 0.22 x 1.2432 = 1,572.65	
			Stucco on building is failing due to installation method of foam board without proper bolts. All stucco should be demoed and replaced with EIFS		
21	07 21 13 13 0040 0388		MOD	For Mechanically Fastened To Concrete, Add	\$7,076.92
				Quantity Unit Price Factor = Total	
			Installation	5,750.00 x 0.99 x 1.2432 = 7,076.92	
22	07 24 13 00 0004		SF	1-1/2" Thick, R5.78, Molded Expanded Polystyrene, Foam Board Insulation For Exterior Insulation Finishing Systems (EIFS), Adhesive Applied	\$24,624.68
				Quantity Unit Price Factor = Total	
			Installation	6,950.00 x 2.85 x 1.2432 = 24,624.68	
			EIFS System		
23	07 24 13 00 0004 0355		MOD	For >5,000, Deduct	-\$777.62
				Quantity Unit Price Factor = Total	
			Installation	6,950.00 x -0.09 x 1.2432 = -777.62	
24	07 24 13 00 0004 0363		MOD	For Adhesive And Mechanically Fastened To Concrete Or Masonry, Add	\$12,269.14
				Quantity Unit Price Factor = Total	
			Installation	6,950.00 x 1.42 x 1.2432 = 12,269.14	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior
 Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
07 - Thermal & Moisture Protection					
25	07 24 13 00 0013		SF	20.0 OZ, Fiberglass Reinforcing Mesh For Exterior Insulation Finishing Systems (EIFS) (Dryvit Panzer® 20), Embedded In A Layer Of Base Coat	\$47,262.11
			Installation	Quantity 6,950.00 x Unit Price 5.47 x Factor 1.2432 = Total 47,262.11	
				EIFS System	
26	07 24 13 00 0013 0355		MOD	For >5,000, Deduct	-\$1,468.84
			Installation	Quantity 6,950.00 x Unit Price -0.17 x Factor 1.2432 = Total -1,468.84	
27	07 24 13 00 0016		SF	Acrylic-Modified, Fiber-Reinforced Base Coat For Exterior Insulation Finishing Systems (EIFS) (Dryvit Genesis®)	\$16,848.47
			Installation	Quantity 6,950.00 x Unit Price 1.95 x Factor 1.2432 = Total 16,848.47	
				EIFS System	
28	07 24 13 00 0016 0355		MOD	For >5,000, Deduct	-\$691.22
			Installation	Quantity 6,950.00 x Unit Price -0.08 x Factor 1.2432 = Total -691.22	
29	07 24 13 00 0017		SF	Water Resistant, Acrylic Co-Polymer Base Coat For Exterior Insulation Finishing Systems (EIFS) (Dryvit Dryflex®)	\$33,437.73
			Installation	Quantity 6,950.00 x Unit Price 3.87 x Factor 1.2432 = Total 33,437.73	
				EIFS System	
30	07 24 13 00 0017 0355		MOD	For >5,000, Deduct	-\$691.22
			Installation	Quantity 6,950.00 x Unit Price -0.08 x Factor 1.2432 = Total -691.22	
31	07 24 13 00 0025		SF	Mildew Resistant, 100% Acrylic-Based Aggregate Textured Finish Coat For Exterior Insulation Finishing Systems (EIFS) (Dryvit PMR™ Finish)	\$32,482.33
			Installation	Quantity 7,100.00 x Unit Price 3.68 x Factor 1.2432 = Total 32,482.33	
				Add additional finish to the east side of building for uniform coverage	
32	07 24 13 00 0025 0355		MOD	For >5,000, Deduct	-\$1,500.54
			Installation	Quantity 7,100.00 x Unit Price -0.17 x Factor 1.2432 = Total -1,500.54	
33	07 24 13 00 0047		SF	Demolish Exterior Insulation Finishing Systems (EIFS)Includes demolition of all finish coats, base coats, reinforcing layers and insulation layers down to the substrate. Excludes demolition of sheathing.	\$1,649.98
			Installation	Quantity 840.00 x Unit Price 1.58 x Factor 1.2432 = Total 1,649.98	
				Demo 12' up on east side of building EIFS at foundation is failing	
34	07 92 13 00 0003		CLF	1/4" x 3/8" Joint, Silicone Sealant And Caulking	\$10,771.58
			Installation	Quantity 40.00 x Unit Price 216.61 x Factor 1.2432 = Total 10,771.58	
				Caulk at downspouts, pilasters, widows, louvers, storefronts	

Subtotal for 07 - Thermal & Moisture Protection

\$182,866.15

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior
 Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
08 - Openings					
35	08 72 43 00 0031		LF	3" Width, 1/4" Height, Brass/Bronze Saddle Threshold (Pemko 151B)	\$2,036.96
				Quantity	Unit Price
			Installation	12.00 x	136.54 x
					Factor =
					Total
					2,036.96
				New thresholds at 2 exit doors in gym	
Subtotal for 08 - Openings					\$2,036.96
09 - Finishes					
36	09 01 90 52 0006		SF	Hand Scrape, Concrete And Masonry Surfaces, Surface Preparation	\$8,425.66
				Quantity	Unit Price
			Installation	14,420.00 x	0.47 x
					Factor =
					Total
					8,425.66
				Hand scrape paint from ceiling and CMU wall	
37	09 01 90 52 0006 0330		MOD	For >10,000 To 15,000, Deduct	-\$896.35
				Quantity	Unit Price
			Installation	14,420.00 x	-0.05 x
					Factor =
					Total
					-896.35
38	09 01 90 91 0002		SF	Flat Surfaces, Paint Removal, Strip To Bare Wood	\$91,785.95
				Quantity	Unit Price
			Installation	14,420.00 x	5.12 x
					Factor =
					Total
					91,785.95
				Add chemical component to remove most paint at CMU walls and gym ceiling	
39	09 22 36 23 0018		SF	3.4 LB/SY, Installed On Solid Wall Surface, Self Furring, Flat Diamond, Expanded Metal Lath	\$2,621.91
				Quantity	Unit Price
			Installation	0.00 x	2.10 x
					Factor =
					Total
					0.00
			Demolition	5,700.00 x	0.37 x
					Factor =
					Total
					2,621.91
				Stucco on building is failing due to installation method of foam board without proper bolts. All stucco should be demoed and replaced with EIFS	
40	09 22 36 23 0018 0015		MOD	For Walls >10' High, Add	\$248.64
				Quantity	Unit Price
			Installation	2,000.00 x	0.10 x
					Factor =
					Total
					248.64
41	09 24 23 00 0002		SF	Scratch/Brown/Finish, Three Coat Troweled StuccoExcludes lath and felt. Interior or exterior, one side.	\$11,294.47
				Quantity	Unit Price
			Installation	0.00 x	5.56 x
					Factor =
					Total
					0.00
			Demolition	5,750.00 x	1.58 x
					Factor =
					Total
					11,294.47
				Stucco on building is failing due to installation method of foam board without proper bolts. All stucco should be demoed and replaced with EIFS	
42	09 24 23 00 0002 0024		MOD	For Walls >10' High, Add	\$1,069.15
				Quantity	Unit Price
			Installation	2,000.00 x	0.43 x
					Factor =
					Total
					1,069.15

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior
Proposal Value: \$746,728.22

Sect.		Item		Modifier.		UOM		Description		Line Total	
Labor	Equip.	Material		(Excluded if marked with an X)							
09 - Finishes											
43	09 64 66 00 0006				SF	Fixed Resilient 25/32" Maple Wood Gym/Stage/Dance Floor System, One Layer Of Plywood Panel Subfloor With Resilient Pads (Connor Focus)Includes 6 mil polyethylene vapor barrier, one layer of 3/4" subfloor, 9/16" resilient pads and concrete anchors and clips.				\$192,178.83	
					Installation	Quantity	Unit Price	Factor	Total		
						7,200.00	x	17.83	x	1.2432 = 159,597.04	
					Demolition	7,200.00	x	3.64	x	1.2432 = 32,581.79	
					Pine or equal shall be used. Connor Focus or equivalent shall be used						
44	09 91 13 00 0011				SF	2 Coats Paint, Sprayed, Paint Exterior Brick Walls				\$15,136.51	
					Installation	Quantity	Unit Price	Factor	Total		
						12,552.00	x	0.97	x	1.2432 = 15,136.51	
					Paint exterior CMU walls						
45	09 91 13 00 0011			0195	MOD	For Work >20' To 30' Above Floor, AddApplied only to work area above 20'.				\$484.85	
					Installation	Quantity	Unit Price	Factor	Total		
						3,000.00	x	0.13	x	1.2432 = 484.85	
46	09 91 13 00 0011			0206	MOD	For >10,000 To 20,000, Deduct				-\$2,340.70	
					Installation	Quantity	Unit Price	Factor	Total		
						12,552.00	x	-0.15	x	1.2432 = -2,340.70	
47	09 91 13 00 0094				SF	2 Coats Paint, Sprayed, Paint Exterior Stucco Walls				\$5,999.68	
					Installation	Quantity	Unit Price	Factor	Total		
						3,800.00	x	1.27	x	1.2432 = 5,999.68	
					Paint exterior stucco/EIFS under stairs, covering, walkthrough, back awning areas						
48	09 91 13 00 0094			0195	MOD	For Work >20' To 30' Above Floor, AddApplied only to work area above 20'.				\$783.22	
					Installation	Quantity	Unit Price	Factor	Total		
						3,000.00	x	0.21	x	1.2432 = 783.22	
49	09 91 13 00 0094			0204	MOD	For >2,500 To 5,000, Deduct				-\$283.45	
					Installation	Quantity	Unit Price	Factor	Total		
						3,800.00	x	-0.06	x	1.2432 = -283.45	
50	09 91 13 00 0125				SF	2 Coats Paint, Sprayed, Paint Exterior Vinyl Siding				\$5,134.42	
					Installation	Quantity	Unit Price	Factor	Total		
						3,500.00	x	1.18	x	1.2432 = 5,134.42	
					Paint exterior vinyl siding						
51	09 91 13 00 0125			0204	MOD	For >2,500 To 5,000, Deduct				-\$261.07	
					Installation	Quantity	Unit Price	Factor	Total		
						3,500.00	x	-0.06	x	1.2432 = -261.07	
52	09 91 13 00 0233				EA	2 Coats Paint, Brush/Roller Work, Paint Exterior Metal DoorBoth faces				\$1,688.14	
					Installation	Quantity	Unit Price	Factor	Total		
						10.00	x	135.79	x	1.2432 = 1,688.14	
					Paint 10 exterior doors						
53	09 91 13 00 0233			0212	MOD	For >5 To 10, Deduct				-\$84.41	
					Installation	Quantity	Unit Price	Factor	Total		
						10.00	x	-6.79	x	1.2432 = -84.41	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior
Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
09 - Finishes					
54	09 91 13 00 0290		LF	2 Coats Paint, Brush/Roller Work, Paint Exterior Wood Window Frame And Trim	\$975.91
			Installation	Quantity 500.00 x Unit Price 1.57 x Factor 1.2432 = Total 975.91	
				Paint exterior wood trim around gym windows	
55	09 91 13 00 0468		LF	2 Coats Paint, Brush Work, Paint Exterior Gutter And Downspout	\$7,973.93
			Installation	Quantity 3,911.00 x Unit Price 1.64 x Factor 1.2432 = Total 7,973.93	
				Paint exterior metal trim around windows and doors (downspouts, gutters and coping is excluded)	
56	09 91 23 00 0011		SF	2 Coats Paint, Sprayed, Paint Interior Brick Walls	\$10,307.99
			Installation	Quantity 8,050.00 x Unit Price 1.03 x Factor 1.2432 = Total 10,307.99	
				Interior walls - 2 coats finish paint	
57	09 91 23 00 0011 0284		MOD	For >5,000 To 10,000, Deduct	-\$1,000.78
			Installation	Quantity 8,050.00 x Unit Price -0.10 x Factor 1.2432 = Total -1,000.78	
58	09 91 23 00 0172		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Aluminum And Aluminum Alloy Ceiling	\$7,339.85
			Installation	Quantity 7,200.00 x Unit Price 0.82 x Factor 1.2432 = Total 7,339.85	
				Prime gym ceiling - 1 coat	
59	09 91 23 00 0172 0277		MOD	For Work >20' To 30' Above Floor, AddApplied only to work area above 20' to 30'.	\$950.30
			Installation	Quantity 6,370.00 x Unit Price 0.12 x Factor 1.2432 = Total 950.30	
60	09 91 23 00 0172 0284		MOD	For >5,000 To 10,000, Deduct	-\$716.08
			Installation	Quantity 7,200.00 x Unit Price -0.08 x Factor 1.2432 = Total -716.08	
61	09 91 23 00 0184		SF	2 Coats Paint, Sprayed, Paint Interior Corrugated Metal Ceiling	\$15,753.83
			Installation	Quantity 7,200.00 x Unit Price 1.76 x Factor 1.2432 = Total 15,753.83	
				Paint gym ceiling - 2 coats	
62	09 91 23 00 0184 0277		MOD	For Work >20' To 30' Above Floor, AddApplied only to work area above 20' to 30'.	\$1,742.22
			Installation	Quantity 6,370.00 x Unit Price 0.22 x Factor 1.2432 = Total 1,742.22	
63	09 91 23 00 0184 0284		MOD	For >5,000 To 10,000, Deduct	-\$1,611.19
			Installation	Quantity 7,200.00 x Unit Price -0.18 x Factor 1.2432 = Total -1,611.19	
64	09 91 23 00 0241		LF	2 Coats Paint, Brush/Roller Work, Paint Interior Metal Door Frame And Trim	\$1,357.57
			Installation	Quantity 600.00 x Unit Price 1.82 x Factor 1.2432 = Total 1,357.57	
				Paint interior door trim	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior
 Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
09 - Finishes					
65	09 91 23 00 0245		EA	2 Coats Paint, Brush/Roller Work, One Face, Paint Interior Metal Door	\$1,578.96
				Quantity Unit Price Factor = Total	
			Installation	16.00 x 79.38 x 1.2432 = 1,578.96	
				Paint interior doors	
66	09 91 23 00 0245 0293		MOD	For >10 To 25, Deduct	-\$157.94
				Quantity Unit Price Factor = Total	
			Installation	16.00 x -7.94 x 1.2432 = -157.94	
67	09 93 23 53 0018		SF	Finish New Middle Or Junior School Wood Gym, Stage Or Dance FloorIncludes sanding to level, vacuuming, tack cloth wiping, seal coat, light sanding between coats, painting of all game lines, logos, court markings and solid paint areas, seal and finish coats per manufacturer's instructions, minimum four coats total with not less than two finish coats.	\$27,032.14
				Quantity Unit Price Factor = Total	
			Installation	7,200.00 x 3.02 x 1.2432 = 27,032.14	
				Recreational gym floor finish	
68	09 96 53 00 0007		SF	1 Coat, 13 To 16 Wet Mils, Sprayed, Elastomeric Paint Applied To Walls And Floors	\$26,232.51
				Quantity Unit Price Factor = Total	
			Installation	13,440.00 x 1.57 x 1.2432 = 26,232.51	
				1 coat of elastomeric paint applied directly to CMU wall for water-resistant purposes. Including mechanical room. (excludes removing MEP, panels, etc to paint behind)	
69	09 96 53 00 0007 0250		MOD	For Work >20' To 30' Above Floor, AddApplied only to work area above 20'.	\$160.12
				Quantity Unit Price Factor = Total	
			Installation	1,610.00 x 0.08 x 1.2432 = 160.12	
70	09 96 53 00 0007 0285		MOD	For >10,000 To 20,000, Deduct	-\$4,010.07
				Quantity Unit Price Factor = Total	
			Installation	13,440.00 x -0.24 x 1.2432 = -4,010.07	

Subtotal for 09 - Finishes \$426,894.72

10 - Specialties

71	10 44 13 00 0012		EA	10-1/2" x 24" x 5-1/2" Inside Dimensions, Recessed Aluminum Fire Extinguisher Cabinet	\$1,245.14
				Quantity Unit Price Factor = Total	
			Installation	4.00 x 250.39 x 1.2432 = 1,245.14	
				2 fire extinguisher cabinets to be installed in gym	

Subtotal for 10 - Specialties \$1,245.14

11 - Equipment

72	11 53 13 11 0225		EA	Prefilter (Kewaunee Scientific 0863-00)Includes material and installation	\$2,175.29
				Quantity Unit Price Factor = Total	
			Installation	15.00 x 116.65 x 1.2432 = 2,175.29	
				Protection for interior gym HVAC system	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116434.00

Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Proposal Name: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior

Proposal Value: \$746,728.22

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		

Subtotal for 11 - Equipment **\$2,175.29**

22 - Plumbing

73	22 14 29 13 0009	EA	20 HP Vertical Mounted Cast Iron Sump Pump, 6" Discharge, Single Stage, 800 GPM 70' Head		\$13,547.72
			Installation	Quantity 1.00 x Unit Price 10,897.46 x Factor 1.2432 = Total 13,547.72	
			Install sump pump in mechanical room off of gym		

Subtotal for 22 - Plumbing **\$13,547.72**

32 - Exterior Improvements

74	32 18 23 61 0013	SY	Tennis Or Basketball Court Line Striping For Athletic Surfacing System, Per SY Of Court (California Products Plexipave® Hi-Hide Plexicolor®) Textured or non-textured highly reflective line marking paint.		\$6,265.73
			Installation	Quantity 7,200.00 x Unit Price 0.70 x Factor 1.2432 = Total 6,265.73	
			Basketball striping		

Subtotal for 32 - Exterior Improvements **\$6,265.73**

Proposal Total **\$746,728.22**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Client - City of South Fulton

Detailed Scope of Work

Print Date: April 19, 2023
Work Order Number: 116434.00
Work Order Title: CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym
Contractor: GA-A07-040820-PAR - Paryani Real Estate LLC
Brief Scope: Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

To: Jessica Jackson
Paryani Construction
2300 Windy Ridge Parkway, Suite R-76
Atlanta, GA 30339
404-940-2253

From: Martha Anderson
City of South Fulton

470-809-7300

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Detailed Scope:

Please see proposal and scope of work for Project #116434 - CSF - Sandtown Gym - Exterior Renovation, Waterproofing Interior Gym Walls, New Gym Floor, Paint Interior Gym

Owner

Date

Contractor

Date



SCOPE OF WORK
Sandtown Rec Center – Phase II
5320 Campbellton Road SW, Atlanta, GA 30331
April 12th, 2023

Summary Scope

Paint interior walls and flooring

Detailed Scope of Work

The Contractor shall furnish the materials, equipment, labor, and supervision to provide and perform the work as described in this scope of work.

Preface

It's our opinion that water intrusion is coming from groundwater into the gym. To fix the issue we would need to excavate the ground exposing the full length of the exterior gym wall (approximately 15' down) and waterproof the CMU walls that are below grade with crystalline waterproofing. This would require utility coordination (transformer is located over this area), special shoring, underground drainage, which would come with extensive time and cost. In lieu of this, we are proposing to waterproof the interior CMU which would provide a temporary solution to the water intrusion. In turn saving approximately 80% of exterior excavation cost.

Demo

- Demo approximately 5750 sf of stucco
- Demo approximately 7200 sf of fixed resilient wood flooring

Scope Details

EXTERIOR

- Install approximately 5750 sf of EIFS
- Prep exterior CMU and siding walls for paint
- Paint exterior CMU and siding walls – 2 coats
- Paint exterior doors, and trim – 2 coats
- Caulk around exterior doors, trim, window trim and downspouts
- Install coping around 2nd level exterior door entry on south side of building (water is seeping behind stucco)
- Prep and clean exterior handrails and stairs
- Paint exterior handrails and stairs
- Paint exterior downspouts to match exterior colors

INTERIOR

- Remove and reset score board and misc electrical components on gym walls – make safe
- Protect HVAC interior components using prefilter
- Replace 2 door thresholds.
- Chemical peel on interior gym CMU walls and ceiling – approximately 14420 sf
- Hand scrape interior gym CMU walls and ceiling – approximately 14420 sf
- Apply waterproof membrane to interior CMU walls in gym and mechanical room
- Paint CMU walls – 1 coat primer, 2 coats final paint



- Paint gym ceiling – 1 coat primer, 2 coats final paint
- Paint doors, trim and window trim
- Install fire extinguisher cabinet with fire extinguisher as necessary
- Install 2 layers of subfloor required for wood gym floor application.
- Install approximately 7200 sf of wood gym floor
- Finish and stain approximately 7200 sf wood gym floor
- Stripe gym floor
- Install sump-pump in mechanical room

Unit Price

Estimated unit price includes demolition and installation:

\$21.39 per sf

Details that Apply to All Work Areas:

Submittals are to be provided to the Owner as part of the submittal process prior to installation by the contractor.

Maintain clean work areas at all times. Remove and dispose of all demolished materials and construction debris. Site must be cleaned every day at the completion of work. Contractor shall take extra precautions to pick up all debris, nails and fasteners from the ground and all surrounding area and finishing with magnetic pickup to ensure safety and cleanliness.

All measurements and quantities supplied in this scope of work are approximate in nature and are supplied as a convenience for the contractor. The contractor is responsible for field verification of all measurements and quantities.

Contractor shall verify all new and existing conditions and dimensions at job site prior to the proposed process start of construction, and during construction.

Contractor shall coordinate installation with ownership to close down entrances as needed

Parking will be made available for the Contractor by the Owner and the Contractor shall coordinate all parking with the Owner prior to beginning work.

Contractor shall obtain approvals in advance for all lay down and storage areas.

All salvageable materials remain the property of the Owner.

Contractor shall coordinate inspections as required.

Final clean up and disposal: Remove debris, rubbish, and waste material from the property of the Owner on a daily basis. Upon completion of work, all construction areas shall be left clean and free from debris. Clean all dust, dirt, stains, hand marks, paint spots, droppings, and other blemishes.

Contractor shall not be required to pay Davis Bacon Wage Rates.

Exclusions:

- Mechanical, electrical or plumbing that's not specifically listed on scope
- Interior work outside of gym
- Window replacement
- Door replacement
- Louver replacement
- Groundwork
- Roof work
- Exterior concrete repair
- Fire Alarm
- Sprinkler System
- Low voltage
- Permits
- Foundation repair

- **Submittals:**

1. Contractor shall submit to Owner submittals for approval

Permitting:

At the time of issuance of a Purchase Order for this Work, it is understood that permits are not required for this Work. If this changes, the Contractor will be responsible for obtaining such applicable permits and the Owner will be responsible for compensating the Contractor for permit fees and any design necessary to obtain such permits or related approvals as described in the EZIQC master contract documents (i.e. permit fees are dollar for dollar reimbursable and professional design and engineering fees are paid for at hourly rates published in the Construction Task Catalog).

Project Schedule

1. All work shall be completed during normal working hours (7am to 5pm) as directed by Owner.
2. Project construction will be scheduled upon receipt of the PO.
3. The work shall be completed within 120 calendar days from date of the Purchase Order issuance. The Contractor will coordinate a specific schedule for on-site activities with the Owner's representative.

Owner Responsibilities

1. Coordinate any State Fire Marshal approvals as necessary.
2. Provide access to the worksite during normal working hours.

Contract Document Order of Precedence:

Contract documents shall govern in the order first listed below:

1. This Detailed Scope of Work
2. EZIQC master contract document

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:30 p.m. Request Council Approval for the City of South Fulton to enter into a contract with Paryani Real Estate LLC utilizing the State contract to renovate the Jackson Music Store for Police Department evidence storage in the amount of \$468,524 funded from the Police Department Capital Fund.

DATE: April 25, 2023

SUBJECT: 6:30 p.m. Request Council Approval for the City of South Fulton to enter into a contract with Paryani Real Estate LLC utilizing the State contract to renovate the Jackson Music Store for Police Department evidence storage in the amount of \$468,524 funded from the Police Department Capital Fund.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
116107.00 WOP COSF - Convert State Farm Bldg. into Police Evidence Headquarters (Rev.2) (1)	Cover Memo	4/21/2023

Work Order Signature Document**EZIQC Contract No.: GA-A07-040820-PAR**☒**New Work Order****Modify an Existing Work Order**

Work Order Number: 116107.00

Work Order Date: 04/05/2023

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Owner Name: City of South Fulton

Contractor Name: Paryani Real Estate LLC

Contact: Martha Anderson

Contact: Jessica Jackson

Phone: 470-809-7300

Phone: 404-940-2253

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No GA-A07-040820-PAR.

Brief Work Order Description:

COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Time of Performance*See Schedule Section of the Detailed Scope of Work***Liquidated Damages**

Will apply:



Will not apply:

**Work Order Firm Fixed Price: \$468,524.31**

Owner Purchase Order Number:

Approvals_____
Owner_____
Date_____
Contractor_____
Date

Detailed Scope of Work

To: Jessica Jackson
Paryani Construction
2300 Windy Ridge Parkway, Suite R-76
Atlanta, GA 30339
404-940-2253

From: Martha Anderson
City of South Fulton

470-809-7300

Date Printed: April 05, 2023

Work Order Number: 116107.00

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Brief Scope: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

☐**Preliminary**☐**Revised**☒**Final**

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Contractor to provide all necessary labor, material and supervision for COSF - Convert State Farm Bldg. into Police Evidence Headquarters project as outlined by the attached Detailed Scope of Work.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date: April 05, 2023
IQC Master Contract #: GA-A07-040820-PAR
Work Order Number: 116107.00
Owner PO #:
Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters
Contractor: Paryani Real Estate LLC
Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters
Proposal Value: \$468,524.31

01 - General Requirements	\$39,638.72
02 - Site Work	\$6,709.48
03 - Concrete	\$1,271.35
04 - Masonry	\$19,987.33
05 - Metals	\$4,116.40
06 - Wood, Plastic, and Composites	\$12,309.06
07 - Thermal & Moisture Protection	\$4,352.12
08 - Openings	\$49,297.32
09 - Finishes	\$97,613.24
10 - Specialties	\$160,278.51
22 - Plumbing	\$6,544.65
23 - Heating, Ventilating, And Air-Conditioning (HVAC)	\$5,110.62
26 - Electrical	\$51,558.46
28 - Electronic Safety And Security	\$9,737.05
Proposal Total	\$468,524.31

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: April 05, 2023

IQC Master Contract #: GA-A07-040820-PAR

Work Order Number: 116107.00

Owner PO #:

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Contractor: Paryani Real Estate LLC

Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Value: \$468,524.31

Sect.		Item		Modifier.		UOM		Description		Line Total	
Labor	Equip.	Material		(Excluded if marked with an X)							
01 - General Requirements											
1	01	22	23	00	0055	DAY	20' Electric, Scissor Platform Lift				\$12,679.89
						Installation	Quantity		Unit Price	Factor	Total
							60.00	x	169.99	1.2432	12,679.89
2	01	22	23	00	0102	DAY	20', Self-Propelled, Electric Single Man Personnel Lift				\$11,426.75
						Installation	Quantity		Unit Price	Factor	Total
							60.00	x	153.19	1.2432	11,426.75
3	01	52	19	00	0003	MO	Portable Chemical Toilet				\$484.81
						Installation	Quantity		Unit Price	Factor	Total
							3.00	x	129.99	1.2432	484.81
4	01	56	26	00	0175	LF	48" High With Posts At 8' On Center, Plastic Mesh Temporary Safety Fence				\$2,010.25
						Installation	Quantity		Unit Price	Factor	Total
							700.00	x	2.31	1.2432	2,010.25
5	01	58	13	00	0007	EA	>16 To 24 SF, One Or Two Color Design, Engineer Grade, ReflectORIZED, MDO Plywood Sign				\$798.28
						Installation	Quantity		Unit Price	Factor	Total
							2.00	x	321.06	1.2432	798.28
6	01	74	19	00	0015	EA	30 CY Dumpster (4 Ton) "Construction Debris"Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.				\$3,605.09
						Installation	Quantity		Unit Price	Factor	Total
							5.00	x	579.97	1.2432	3,605.09
7	01	74	23	00	0005	EA	Cleaning Of Commercial Plumbing Fixture				\$52.21
						Installation	Quantity		Unit Price	Factor	Total
							4.00	x	10.50	1.2432	52.21
8	01	74	23	00	0007	EA	Cleaning Of Commercial HVAC Unit				\$1,532.68
						Installation	Quantity		Unit Price	Factor	Total
							15.00	x	82.19	1.2432	1,532.68
9	01	74	23	00	0009	EA	Cleaning Of Commercial Light Fixture				\$918.10
						Installation	Quantity		Unit Price	Factor	Total
							50.00	x	14.77	1.2432	918.10
10	01	74	23	00	0010	SF	Cleaning Of Mirror				\$7.96
						Installation	Quantity		Unit Price	Factor	Total
							64.00	x	0.10	1.2432	7.96
11	01	74	23	00	0011	CSF	Cleaning Of Interior Windows				\$489.32
						Installation	Quantity		Unit Price	Factor	Total
							30.00	x	13.12	1.2432	489.32
12	01	74	23	00	0012	CSF	Cleaning Of Exterior Windows				\$1,252.35
						Installation	Quantity		Unit Price	Factor	Total
							64.00	x	15.74	1.2432	1,252.35

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116107.00

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Value: \$468,524.31

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
01 - General Requirements					
13	01 74 23 00 0013		EA	Cleaning Of Cabinets	\$358.84
				Installation	
				Quantity	
				22.00	
				x	
				Unit Price	
				13.12	
				x	
				Factor	
				1.2432	
				=	
				Total	
				358.84	
14	01 74 23 00 0014		LF	Cleaning Of Counter-TopIncludes backboard.	\$12.61
				Installation	
				Quantity	
				26.00	
				x	
				Unit Price	
				0.39	
				x	
				Factor	
				1.2432	
				=	
				Total	
				12.61	
15	01 74 23 00 0015		CSF	Cleaning Of Walls	\$734.11
				Installation	
				Quantity	
				50.00	
				x	
				Unit Price	
				11.81	
				x	
				Factor	
				1.2432	
				=	
				Total	
				734.11	
16	01 74 23 00 0016		CSF	Cleaning Of Ceilings	\$1,468.22
				Installation	
				Quantity	
				50.00	
				x	
				Unit Price	
				23.62	
				x	
				Factor	
				1.2432	
				=	
				Total	
				1,468.22	
17	01 74 23 00 0018		EA	Cleaning Of Doors	\$360.76
				Installation	
				Quantity	
				17.00	
				x	
				Unit Price	
				17.07	
				x	
				Factor	
				1.2432	
				=	
				Total	
				360.76	
18	01 91 13 00 0004		HR	Commissioning - HVAC/Mechanical Systems	\$1,446.49
				Installation	
				Quantity	
				8.00	
				x	
				Unit Price	
				145.44	
				x	
				Factor	
				1.2432	
				=	
				Total	
				1,446.49	
Subtotal for 01 - General Requirements					\$39,638.72
02 - Site Work					
19	02 41 19 13 0352		SF	Demolish 6" Thick Reinforced Concrete Block Exterior Wall	\$452.52
				Installation	
				Quantity	
				140.00	
				x	
				Unit Price	
				2.60	
				x	
				Factor	
				1.2432	
				=	
				Total	
				452.52	
20	02 41 19 16 0003		SF	Scarify Concrete Floor	\$808.08
				Installation	
				Quantity	
				5,000.00	
				x	
				Unit Price	
				0.13	
				x	
				Factor	
				1.2432	
				=	
				Total	
				808.08	
21	02 41 19 16 0011		SF	Demolish Suspended Plastered Ceiling And Suspension System	\$4,040.40
				Installation	
				Quantity	
				5,000.00	
				x	
				Unit Price	
				0.65	
				x	
				Factor	
				1.2432	
				=	
				Total	
				4,040.40	
22	02 41 19 16 0046		SF	Demolish Wood Or Metal Framed Interior Partition/Wall With Drywall 2 Sides	\$1,357.57
				Installation	
				Quantity	
				780.00	
				x	
				Unit Price	
				1.40	
				x	
				Factor	
				1.2432	
				=	
				Total	
				1,357.57	
23	02 41 19 16 0046	0028	MOD	For Heights >14' To 20', Add	\$50.91
				Installation	
				Quantity	
				195.00	
				x	
				Unit Price	
				0.21	
				x	
				Factor	
				1.2432	
				=	
				Total	
				50.91	
Subtotal for 02 - Site Work					\$6,709.48

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116107.00

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Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Value: \$468,524.31

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
03 - Concrete					
24	03 11 13 00 0005		SF	Mat Foundation Wood Formwork	\$516.18
			Installation	Quantity 60.00 x Unit Price 6.92 x Factor 1.2432 = Total 516.18	
25	03 11 13 00 0005 0001		MOD	For <1,000, Add	\$88.02
			Installation	Quantity 60.00 x Unit Price 1.18 x Factor 1.2432 = Total 88.02	
26	03 30 53 00 0004		CY	Direct Chute, Place Two Sack Cement, Concrete SlurryTwo 94# sack cement per CY.	\$667.15
			Installation	Quantity 3.00 x Unit Price 178.88 x Factor 1.2432 = Total 667.15	
Subtotal for 03 - Concrete					\$1,271.35
04 - Masonry					
27	04 05 16 26 0016		SF	Grout Cavity Walls - 6" Space, Grout Fill (0.500 CF/SF)	\$9,559.71
			Installation	Quantity 1,080.00 x Unit Price 7.12 x Factor 1.2432 = Total 9,559.71	
28	04 22 23 13 0005		SF	6" x 8" x 16", Cored, Lightweight, Concrete Block	\$10,325.02
			Installation	Quantity 1,080.00 x Unit Price 7.69 x Factor 1.2432 = Total 10,325.02	
29	04 22 23 13 0005 0028		MOD	For <10, Small Area Replacements (Individual Areas), Add	\$102.60
			Installation	Quantity 9.00 x Unit Price 9.17 x Factor 1.2432 = Total 102.60	
Subtotal for 04 - Masonry					\$19,987.33
05 - Metals					
30	05 12 23 00 0118		TON	1/8" Plate Weight 6.16 LB/SF Connection And Stiffener Plates	\$4,116.40
			Installation	Quantity 0.20 x Unit Price 16,555.68 x Factor 1.2432 = Total 4,116.40	
Subtotal for 05 - Metals					\$4,116.40
06 - Wood, Plastic, and Composites					
31	06 41 13 00 0333		EA	15" Wide, 35" High x 23-3/4" Deep, Single Drawer and Single Door, Solid Wood Face Frame, Decorative Laminate Veneer Door and Drawer Front, Base Cabinet	\$1,288.09
			Installation	Quantity 3.00 x Unit Price 345.37 x Factor 1.2432 = Total 1,288.09	
32	06 41 13 00 0334		EA	18" Wide, 35" High x 23-3/4" Deep, Single Drawer and Single Door, Solid Wood Face Frame, Decorative Laminate Veneer Door and Drawer Front, Base Cabinet	\$1,349.00
			Installation	Quantity 3.00 x Unit Price 361.70 x Factor 1.2432 = Total 1,349.00	

Contractor's Price Proposal - Detail Continues..

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Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		

06 - Wood, Plastic, and Composites

33	06	41	13	00	0336	EA	24" Wide, 35" High x 23-3/4" Deep, Single Drawer and Single Door, Solid Wood Face Frame, Decorative Laminate Veneer Door and Drawer Front, Base Cabinet									\$1,635.06
						Installation	Quantity		Unit Price		Factor	=	Total			
							3.00	x	438.40	x	1.2432		1,635.06			
34	06	41	13	00	0338	EA	30" Wide, 35" High x 23-3/4" Deep, Single Drawer and Double Door, Solid Wood Face Frame, Decorative Laminate Veneer Door and Drawer Front, Base Cabinet									\$1,860.51
						Installation	Quantity		Unit Price		Factor	=	Total			
							3.00	x	498.85	x	1.2432		1,860.51			
35	06	41	13	00	0360	EA	27" Wide, 35" High x 23-3/4" Deep, Four Drawer Base, Solid Wood Face Frame and Decorative Laminate Veneer Drawer Fronts, Base Cabinet									\$2,022.52
						Installation	Quantity		Unit Price		Factor	=	Total			
							3.00	x	542.29	x	1.2432		2,022.52			
36	06	41	13	00	0382	EA	18" Wide, 18" High x 12" Deep, Single Door, Solid Wood Face Frame and Decorative Laminate Veneer Door, Wall Cabinet									\$1,033.73
						Installation	Quantity		Unit Price		Factor	=	Total			
							3.00	x	277.17	x	1.2432		1,033.73			
37	06	41	13	00	0384	EA	24" Wide, 18" High x 12" Deep, Single Door, Solid Wood Face Frame and Decorative Laminate Veneer Door, Wall Cabinet									\$1,132.79
						Installation	Quantity		Unit Price		Factor	=	Total			
							3.00	x	303.73	x	1.2432		1,132.79			
38	06	41	13	00	0387	EA	33" Wide, 18" High x 12" Deep, Double Doors, Solid Wood Face Frame and Decorative Laminate Veneer Doors, Wall Cabinet									\$1,311.18
						Installation	Quantity		Unit Price		Factor	=	Total			
							3.00	x	351.56	x	1.2432		1,311.18			
39	06	41	93	00	0002	EA	4" To 6" Long, 1/2" Diameter, Cabinet Bar Pull									\$676.18
						Installation	Quantity		Unit Price		Factor	=	Total			
							35.00	x	15.54	x	1.2432		676.18			

Subtotal for 06 - Wood, Plastic, and Composites

\$12,309.06

07 - Thermal & Moisture Protection

40	07	21	16	00	0041	SF	12" Unfaced, R-38 Mineral Wool Flexible Insulation									\$4,889.51
						Installation	Quantity		Unit Price		Factor	=	Total			
							1,380.00	x	2.85	x	1.2432		4,889.51			
41	07	21	16	00	0041	0368	MOD	For >1,600, Deduct								-\$789.18
						Installation	Quantity		Unit Price		Factor	=	Total			
							1,380.00	x	-0.46	x	1.2432		-789.18			
42	07	84	13	16	0012	EA	4" Square Opening, Intumescent Firestop Multi-Trade Pass Through Device (3M QP4SD)									\$251.79
						Installation	Quantity		Unit Price		Factor	=	Total			
							1.00	x	202.53	x	1.2432		251.79			

Subtotal for 07 - Thermal & Moisture Protection

\$4,352.12

Contractor's Price Proposal - Detail Continues..

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Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

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Proposal Value: \$468,524.31

	Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)			
08 - Openings						
43	08 12 13	13 0008		EA	3' x 6'-8" Through 7'-2" High, 4-3/4" Deep, 16 Gauge, Knock Down Hollow Metal Door Frame	\$1,927.33
				Installation	Quantity 5.00 x Unit Price 310.06 x Factor 1.2432 = Total 1,927.33	
44	08 12 13	13 0008	0069	MOD	For Auxiliary Frame Reinforcement For Hinges, Add	\$184.62
				Installation	Quantity 5.00 x Unit Price 29.70 x Factor 1.2432 = Total 184.62	
45	08 12 13	13 0008	0074	MOD	For Welded Frames, Add	\$575.04
				Installation	Quantity 5.00 x Unit Price 92.51 x Factor 1.2432 = Total 575.04	
46	08 12 13	13 0008	0075	MOD	For Galvanized Frames, Add	\$147.69
				Installation	Quantity 5.00 x Unit Price 23.76 x Factor 1.2432 = Total 147.69	
47	08 12 13	13 0076		EA	3'-6" x 6'-8" Through 7'-2" High, 6-3/4" Deep, 16 Gauge, Knock Down Hollow Metal Door Frame	\$7,391.47
				Installation	Quantity 12.00 x Unit Price 495.46 x Factor 1.2432 = Total 7,391.47	
48	08 13 13	13 0110		EA	3' x 8' x 1-3/4", 16 Gauge, Level 3 Extra Heavy Duty, Honeycomb Core, Hollow Metal Door	\$9,299.32
				Installation	Quantity 5.00 x Unit Price 1,496.03 x Factor 1.2432 = Total 9,299.32	
49	08 13 13	13 0110	0094	MOD	For 14 Gauge, Level 4 Maximum Duty, Add	\$3,552.57
				Installation	Quantity 5.00 x Unit Price 571.52 x Factor 1.2432 = Total 3,552.57	
50	08 13 13	13 0110	0095	MOD	For Galvanized Steel Door, Add	\$1,776.28
				Installation	Quantity 5.00 x Unit Price 285.76 x Factor 1.2432 = Total 1,776.28	
51	08 13 13	13 0110	0102	MOD	For 60 Minute Fire Rated Door, Add	\$343.56
				Installation	Quantity 5.00 x Unit Price 55.27 x Factor 1.2432 = Total 343.56	
52	08 13 13	13 0110	0107	MOD	For 2" Thick Door, Add	\$654.36
				Installation	Quantity 5.00 x Unit Price 105.27 x Factor 1.2432 = Total 654.36	
53	08 13 13	13 0110	0111	MOD	For Steel Stiffened, Add	\$2,220.36
				Installation	Quantity 5.00 x Unit Price 357.20 x Factor 1.2432 = Total 2,220.36	
54	08 14 23	13 0005		EA	3'-0" x 7' x 1-3/4" Thick, 24 Gauge Metal Clad, Solid Staved Wood Core, Flush Type Door	\$11,333.81
				Installation	Quantity 12.00 x Unit Price 759.72 x Factor 1.2432 = Total 11,333.81	
55	08 33 23	13 0044		EA	10' x 10', 32 Ounce Vinyl Panels, Manually Operated Rolling Door (Rytec® Bantam®)	\$6,249.33
				Installation	Quantity 1.00 x Unit Price 5,026.81 x Factor 1.2432 = Total 6,249.33	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116107.00

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Value: \$468,524.31

Sect.	Item	Modifier.	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
08 - Openings						
56	08 33 23 13 0047	SF	Upgrade To 3-Ply Rilon Panel Material For Rytec® Bantam® High-Speed Rolling Doors			\$2,950.11
		Installation	Quantity	Unit Price	Factor =	Total
			140.00 x	16.95	1.2432	2,950.11
57	08 88 53 00 0013	SF	7/8" Forced Entry Resistant Laminated Glass Sheet			\$691.47
		Installation	Quantity	Unit Price	Factor =	Total
			12.00 x	46.35	1.2432	691.47
Subtotal for 08 - Openings					\$49,297.32	
09 - Finishes						
58	09 22 16 13 0021	SF	3-5/8" Width, 16" On Center, 16 Gauge, Non Load Bearing, Non Structural, Galvanized Steel Stud Framing With Tracks And Runners			\$9,230.01
		Installation	Quantity	Unit Price	Factor =	Total
			1,380.00 x	5.38	1.2432	9,230.01
59	09 22 16 13 0028	LF	6" Wide, 25 Gauge Galvanized Steel Backing Plate			\$119.35
		Installation	Quantity	Unit Price	Factor =	Total
			60.00 x	1.60	1.2432	119.35
60	09 29 10 00 0006	SF	5/8" Gypsum Board			\$3,945.92
		Installation	Quantity	Unit Price	Factor =	Total
			2,760.00 x	1.15	1.2432	3,945.92
61	09 51 13 00 0040	SF	2' x 2' x 1/2", Vinyl Faced, Gypsum Core Ceiling Panel			\$28,469.28
		Installation	Quantity	Unit Price	Factor =	Total
			5,000.00 x	4.58	1.2432	28,469.28
62	09 53 23 00 0007	SF	2' x 2' Grid, Hot Dipped Galvanized Steel, 9/16" T Bar Ceiling Suspension System			\$13,488.72
		Installation	Quantity	Unit Price	Factor =	Total
			5,000.00 x	2.17	1.2432	13,488.72
63	09 53 23 00 0013	LF	1-1/2" x 1/4" Flat Bar Bracing For Suspended Ceiling			\$3,095.57
		Installation	Quantity	Unit Price	Factor =	Total
			500.00 x	4.98	1.2432	3,095.57
64	09 65 13 13 0002	LF	2-1/2" High, 1/8" Thick, Type TV Thermoplastic Vinyl Wall Base, All Colors			\$2,528.56
		Installation	Quantity	Unit Price	Factor =	Total
			837.00 x	2.43	1.2432	2,528.56
65	09 65 19 19 0002	SF	1/8" Thick, Class 2 Through Pattern, Vinyl Composition Tile (VCT) (Armstrong® Standard Excelon Imperial Texture®)			\$14,234.64
		Installation	Quantity	Unit Price	Factor =	Total
			5,000.00 x	2.29	1.2432	14,234.64
66	09 84 13 00 0011	SF	3/4" Panel Thickness, Woven Fabric Surface, Mineral Fiber Substrate, Sound Absorbing Acoustical Wall Panel System (Armstrong® Soundsoak® 60 Zirconia™)			\$7,298.68
		Installation	Quantity	Unit Price	Factor =	Total
			432.00 x	13.59	1.2432	7,298.68

Contractor's Price Proposal - Detail Continues..

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Proposal Value: \$468,524.31

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
09 - Finishes					
67	09 91 23 00 0053		SF	1 Coat Bonding Agent, Brush Work, Paint Interior Concrete Block Walls	\$4,841.47
			Installation	Quantity 4,692.00 x Unit Price 0.83 x Factor 1.2432 = Total 4,841.47	
68	09 91 23 00 0053 0284		MOD	For >5,000 To 10,000, Deduct	-\$460.38
			Installation	Quantity 4,629.00 x Unit Price -0.08 x Factor 1.2432 = Total -460.38	
69	09 91 23 00 0069		SF	2 Tone Polymix With Base Coat, Sprayed, Paint Interior Plaster/Drywall Or Masonry Walls	\$8,166.33
			Installation	Quantity 4,692.00 x Unit Price 1.40 x Factor 1.2432 = Total 8,166.33	
70	09 91 23 00 0248		EA	2 Coats Paint, Brush/Roller Work, Both Faces, Paint Interior Metal Door	\$889.20
			Installation	Quantity 5.00 x Unit Price 143.05 x Factor 1.2432 = Total 889.20	
71	09 91 23 00 0261		EA	2 Coats Paint, Brush/Roller Work, Both Faces, Paint Interior Wood Door	\$1,765.89
			Installation	Quantity 12.00 x Unit Price 118.37 x Factor 1.2432 = Total 1,765.89	
Subtotal for 09 - Finishes					\$97,613.24
10 - Specialties					
72	10 28 13 13 0006		EA	Surface Mounted, Stainless Steel Folded Paper Towel Dispenser (Bobrick B-2620)	\$219.40
			Installation	Quantity 2.00 x Unit Price 88.24 x Factor 1.2432 = Total 219.40	
73	10 28 13 13 0044		EA	Single Roll, Surface Mounted, Stainless Steel, Satin Finish, Toilet Tissue Dispenser (Bobrick B-6857)	\$200.75
			Installation	Quantity 2.00 x Unit Price 80.74 x Factor 1.2432 = Total 200.75	
74	10 28 13 13 0066		EA	40 Fluid Ounce, Concealed Surface Mounted, Translucent Soap Dispenser (Bobrick B-40)	\$142.47
			Installation	Quantity 2.00 x Unit Price 57.30 x Factor 1.2432 = Total 142.47	
75	10 28 13 13 0076		EA	1,200 ml, Wall Mounted, Plastic, Manual Operation Foam Hand Sanitizer Dispenser (Purell 4510-00)	\$120.52
			Installation	Quantity 2.00 x Unit Price 48.47 x Factor 1.2432 = Total 120.52	
76	10 28 13 13 0103		EA	Surface Mounted, Stainless Steel Sanitary Napkin/Tampon Vendor (Gamco B-282 25)	\$545.52
			Installation	Quantity 1.00 x Unit Price 438.80 x Factor 1.2432 = Total 545.52	
77	10 28 13 13 0120		EA	12 Gallon, 4" Wall Recess, Stainless Steel Waste Receptacle (Bobrick Classic B-3644)	\$788.36
			Installation	Quantity 2.00 x Unit Price 317.07 x Factor 1.2432 = Total 788.36	

Contractor's Price Proposal - Detail Continues..

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Proposal Value: \$468,524.31

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
10 - Specialties					
78	10 28 13 13 0151		EA	18" Length, 1-1/4" Diameter, Stainless Steel Grab Bar (Bobrick B-5806x18)	\$207.47
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 83.44 x 1.2432 = 207.47	
79	10 28 13 13 0156		EA	48" Length, 1-1/4" Diameter, Stainless Steel Grab Bar (Bobrick B-5806x48)	\$232.80
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 93.63 x 1.2432 = 232.80	
80	10 28 13 13 0235		EA	Recessed Mounted, Automatic Sensor, Cast-Iron Cover Hand/Hair Dryer (American Dryer A60TR)	\$5,483.95
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 2,205.58 x 1.2432 = 5,483.95	
81	10 28 13 13 0344		EA	24" x 36", Surface Mounted, Stainless Steel Channel Frame Glass Mirror (Bobrick B-165 2436)	\$309.13
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 124.33 x 1.2432 = 309.13	
82	10 44 13 00 0007		EA	12" x 27" x 7-3/4" Inside Dimensions, Recessed Steel Fire Extinguisher Cabinet	\$1,111.83
			Installation	Quantity Unit Price Factor = Total	
				3.00 x 298.11 x 1.2432 = 1,111.83	
83	10 44 16 13 0013		EA	20 LB Dry Chemical, Type ABC Portable Fire Extinguisher	\$632.58
			Installation	Quantity Unit Price Factor = Total	
				3.00 x 169.61 x 1.2432 = 632.58	
84	10 51 13 00 0260		EA	24" x 24" x 72" Single Tier, All-Welded Steel Locker	\$14,435.11
			Installation	Quantity Unit Price Factor = Total	
				35.00 x 331.75 x 1.2432 = 14,435.11	
85	10 56 29 13 0002		SF	16" Depth Record Storage RacksUp to 6' wide shelving. Up to 9 shelving levels. Includes 5/8" particle board decking. Per SF of shelving.	\$134,964.68
			Installation	Quantity Unit Price Factor = Total	
				9,208.00 x 11.79 x 1.2432 = 134,964.68	
86	10 71 13 13 0083		PR	12" x 36-1/2" Louver Shutter, Heavy Duty Red Cedar	\$883.94
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 355.51 x 1.2432 = 883.94	
Subtotal for 10 - Specialties					\$160,278.51

22 - Plumbing

87	22 05 76 00 0023		EA	9" x 9" Bronze Wall Or Floor Access Cover	\$1,795.68
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 722.20 x 1.2432 = 1,795.68	
88	22 33 13 16 0003		EA	12 KW, 2.0 GPM, Indoor Mount, Instantaneous, Tankless, Electric Domestic Water Heater (Bosch PowerStar AE12)	\$1,406.68
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 565.75 x 1.2432 = 1,406.68	

Contractor's Price Proposal - Detail Continues..

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Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
22 - Plumbing					
89	22 42 13	13 0006	EA	2 Piece Tank Type, Pressure Assisted, Siphon Jet, Floor Mounted, Wall Outlet, Elongated Vitreous China Water Closet (American Standard Yorkville™)	\$1,769.17
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 711.54 x 1.2432 = 1,769.17	
90	22 42 16	13 0072	EA	Floor Mounted Bearing Plate Type, Single Lavatory Carrier	\$1,203.32
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 483.96 x 1.2432 = 1,203.32	
91	22 42 39	00 0006	EA	Top Cast Kitchen Faucet, Two Handle, Chrome Finish, 8" Center, Lever Handles (Delta 2102LF-LHP+H24)	\$369.80
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 148.73 x 1.2432 = 369.80	
Subtotal for 22 - Plumbing					\$6,544.65
23 - Heating, Ventilating, And Air-Conditioning (HVAC)					
92	23 31 13	13 0008	LB	3" WG (Class B), Alloy 3003-H14, Aluminum Sheet Metal Ductwork	\$3,076.99
			Installation	Quantity Unit Price Factor = Total	
				166.00 x 14.91 x 1.2432 = 3,076.99	
93	23 34 16	00 0301	EA	270 CFM, Wall Mounted, Polymeric Intake Grille, Through-Wall Exhaust Fan (Broan® 508)	\$733.29
			Installation	Quantity Unit Price Factor = Total	
				2.00 x 294.92 x 1.2432 = 733.29	
94	23 37 13	43 0014	EA	14" x 4" Steel Security Grille	\$1,300.34
			Installation	Quantity Unit Price Factor = Total	
				4.00 x 261.49 x 1.2432 = 1,300.34	
Subtotal for 23 - Heating, Ventilating, And Air-Conditioning (HVAC)					\$5,110.62
26 - Electrical					
95	26 05 19	16 0161	MLF	3 Conductors, #12 AWG, Type ACTHH, Solid, Armored Cable	\$10,904.75
			Installation	Quantity Unit Price Factor = Total	
				3.00 x 2,923.84 x 1.2432 = 10,904.75	
96	26 05 29	00 0376	LF	1/2" Diameter, Plain Finish Steel, Low Carbon Threaded Rod	\$877.70
			Installation	Quantity Unit Price Factor = Total	
				200.00 x 3.53 x 1.2432 = 877.70	
97	26 05 29	00 0392	EA	1/2" Inside Diameter, Zinc Plated Steel, Low Carbon Flat Washer	\$141.54
			Installation	Quantity Unit Price Factor = Total	
				165.00 x 0.69 x 1.2432 = 141.54	
98	26 05 33	13 0004	CLF	1/2" Electrical Metallic Tubing (EMT) Conduit Assembly With 3 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.	\$2,971.70
			Installation	Quantity Unit Price Factor = Total	
				4.00 x 597.59 x 1.2432 = 2,971.70	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116107.00

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Value: \$468,524.31

Sect.	Item	Modifier.	UOM	Description	Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)			
26 - Electrical						
99	26 05 33 16 0005		EA	3-1/2" Depth, 4" Square Steel Box	\$1,969.23	
			Installation	Quantity 50.00 x Unit Price 31.68 x Factor 1.2432 = Total 1,969.23		
100	26 05 53 00 0019		EA	Labeling Wire	\$51.42	
			Installation	Quantity 22.00 x Unit Price 1.88 x Factor 1.2432 = Total 51.42		
101	26 09 23 00 0349		EA	Ultrasonic, Wall Switch Mounted Occupancy Sensor (Watt Stopper UW-100)	\$871.72	
			Installation	Quantity 7.00 x Unit Price 100.17 x Factor 1.2432 = Total 871.72		
102	26 09 23 00 0708		EA	70' Range, 200 Degree Detection Zone, 10 Amperes, Switching Capacity, Cast Aluminum Housing, Outdoor Motion Sensor (Lithonia OMS 2000)	\$465.85	
			Installation	Quantity 4.00 x Unit Price 93.68 x Factor 1.2432 = Total 465.85		
103	26 27 19 00 0004		LF	Single Circuit, Plugmold #2000, 6' With Outlets 9" On Center	\$3,575.44	
			Installation	Quantity 200.00 x Unit Price 14.38 x Factor 1.2432 = Total 3,575.44		
104	26 51 19 00 0056		EA	2' x 2', 3,200 Lumens, Architectural, 120-277 Volt, Lay-In/Troffer LED Fixture (Cree® CR22™)CCT 30K to 50K	\$19,175.12	
			Installation	Quantity 50.00 x Unit Price 308.48 x Factor 1.2432 = Total 19,175.12		
105	26 51 33 00 0040		EA	7' Length, Single Level, Modular Lighting Switch Unit (Day-Brite LS-27-SL-07)	\$795.92	
			Installation	Quantity 7.00 x Unit Price 91.46 x Factor 1.2432 = Total 795.92		
106	26 51 33 00 0043		EA	7' Length, 1st 3-Way, Modular Lighting Switch Unit (Day-Brite LS-27-3A-07)	\$115.07	
			Installation	Quantity 1.00 x Unit Price 92.56 x Factor 1.2432 = Total 115.07		
107	26 52 13 13 0008		EA	54 Max Wattage At 90 Minutes, 12 Volt, Remote Capability, Polycarbonate Housing, Krypton Lamps, Commercial Emergency Light (Lithonia ELM1254)	\$1,554.76	
			Installation	Quantity 3.00 x Unit Price 416.87 x Factor 1.2432 = Total 1,554.76		
108	26 52 13 16 0009		EA	Double Face, Die-Cast Aluminum Housing, LED Exit Sign With Battery Back-Up (Lithonia LQC-W-2-R-EL-N)	\$1,130.77	
			Installation	Quantity 4.00 x Unit Price 227.39 x Factor 1.2432 = Total 1,130.76		
109	26 55 53 13 0007		EA	1,000 Watt High Pressure Sodium 170S Series Lithonia High Performance Flood Light	\$5,573.51	
			Installation	Quantity 2.00 x Unit Price 2,241.60 x Factor 1.2432 = Total 5,573.51		
110	26 56 19 00 0020		EA	7,065 Lumens, 50 Watt, Open Face LED Wall Pack, With Motion Sensor (Maxlite WP-OP50U-50B-MS)	\$1,383.96	
			Installation	Quantity 2.00 x Unit Price 556.61 x Factor 1.2432 = Total 1,383.96		

Subtotal for 26 - Electrical

\$51,558.46

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116107.00

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Value: \$468,524.31

Sect.		Item		Modifier.		UOM		Description		Line Total	
Labor	Equip.	Material	(Excluded if marked with an X)								
28 - Electronic Safety And Security											
111	28	46	13	31	0005	EA	Remote LCD Command Module Annunciator (EST3 3-LCDANN)Includes LCD display, CPU and doors. Order surface or semi-flush mount wallbox separately.				\$1,556.61
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	1,252.10	x	1,556.61
112	28	46	13	31	0018	EA	Remote LCD Command Module Flush Mount LCD Wallbox (EST3 RLCM/B)				\$122.16
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	98.26	x	122.16
113	28	46	13	31	0032	EA	Battery Distribution Unit (EST3 3-BTSEN)				\$483.42
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	388.85	x	483.42
114	28	46	13	31	0034	EA	6.5 Amperes, 120 Volt AC, Booster Power Supply (EST3 BPS6A)				\$848.22
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	682.29	x	848.22
115	28	46	13	31	0044	EA	10 Amperes Hours, 12 Volt DC, Sealed Lead Acid Battery (EST3 12V10A (11 Ampere Hours))				\$216.85
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	174.43	x	216.85
116	28	46	13	31	0056	EA	System Printer - Desk Top Style (EST3 PT-1S)				\$1,191.52
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	958.43	x	1,191.52
117	28	46	13	31	0063	EA	Intelligent Ionization Smoke Detector (EST3 SIGA-IS)				\$394.94
						Installation	Quantity		Unit Price	Factor	Total
							2.00	x	158.84	x	394.94
118	28	46	13	31	0066	EA	Passive Infrared Motion Detector (EST3 SIGA-MD)				\$538.41
						Installation	Quantity		Unit Price	Factor	Total
							2.00	x	216.54	x	538.41
119	28	46	13	31	0078	EA	Duct Smoke Detector Test Station, 2-Gang Plastic Plate With Key Switch, 2 Keys, Use With Duct Detector Only (EST3 SIGA-DTS)				\$850.22
						Installation	Quantity		Unit Price	Factor	Total
							5.00	x	136.78	x	850.22
120	28	46	13	31	0113	EA	Two Stage (Pre Signal) Fire Alarm Station, English Markings (EST3 SIGA-270P)				\$1,360.43
						Installation	Quantity		Unit Price	Factor	Total
							5.00	x	218.86	x	1,360.43
121	28	46	13	31	0121	EA	Audible (Sounder) Base (EST3 SIGA-AB4G)				\$125.02
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	100.56	x	125.02
122	28	46	13	31	0128	EA	Trim Skirt/Ring - For Octagon Box (EST3 SIGA-TS)				\$80.50
						Installation	Quantity		Unit Price	Factor	Total
							5.00	x	12.95	x	80.50
123	28	46	13	31	0142	EA	Multi Voltage Relay (EST3 MR101)				\$176.88
						Installation	Quantity		Unit Price	Factor	Total
							1.00	x	142.28	x	176.88

Contractor's Price Proposal - Detail Continues..

Work Order Number: 116107.00

Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Name: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

Proposal Value: \$468,524.31

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
28 - Electronic Safety And Security					
124	28 46 13 31 0147	EA	Strobe (15, 30, 75, Or 110 cd Output), Red (EST3 G1R-VM)		\$629.12
		Installation	Quantity	Unit Price	Factor = Total
			5.00 x	101.21 x	1.2432 = 629.12
125	28 46 13 31 0151	EA	Temporal Horn, Hi/Lo dB Output, 24 Volt DC, White, With The Word "FIRE" On Housing (EST3 G1F-HD)		\$499.33
		Installation	Quantity	Unit Price	Factor = Total
			5.00 x	80.33 x	1.2432 = 499.33
126	28 46 13 31 0180	EA	Genesis Ceiling Speaker/Strobe, 70 VRMS, 15-95 Multi-cd, Mounts To 4" Square x 2-1/8" Box (EST3 GC-S7VM)		\$170.98
		Installation	Quantity	Unit Price	Factor = Total
			1.00 x	137.53 x	1.2432 = 170.98
127	28 46 13 31 0203	EA	15 Watt Loudspeaker, Red (EST3 HPSA15R2570)		\$249.83
		Installation	Quantity	Unit Price	Factor = Total
			1.00 x	200.96 x	1.2432 = 249.83
128	28 46 13 31 0208	EA	One Gang Surface Mount Box, Red, No Bottom KO (EST3 27193-11-NY)		\$242.61
		Installation	Quantity	Unit Price	Factor = Total
			5.00 x	39.03 x	1.2432 = 242.61
Subtotal for 28 - Electronic Safety And Security					\$9,737.05
Proposal Total					\$468,524.31

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Client - City of South Fulton

Detailed Scope of Work

Print Date: April 05, 2023
Work Order Number: 116107.00
Work Order Title: COSF - Convert State Farm Bldg. into Police Evidence Headquarters
Contractor: GA-A07-040820-PAR - Paryani Real Estate LLC
Brief Scope: COSF - Convert State Farm Bldg. into Police Evidence Headquarters

To: Jessica Jackson Paryani Construction 2300 Windy Ridge Parkway, Suite R-76 Atlanta, GA 30339 404-940-2253	From: Martha Anderson City of South Fulton 470-809-7300
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The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Detailed Scope:

Contractor to provide all necessary labor, material and supervision for COSF - Convert State Farm Bldg. into Police Evidence Headquarters project as outlined by the attached Detailed Scope of Work.

Owner

Date

Contractor

Date

SCOPE OF WORK
Police Precinct on Old National
7445 Old National Highway, Riverdale, GA
April 5, 2022

Summary Scope

Demo flooring, ceilings, selective demolition of exterior, CMU wall patching at exterior, steel lentils at new exterior opening, new overhead roll door at exterior, new concrete apron at roll up door, new interior CMU walls for secure areas, replacement of exterior access doors with secure units, replacement of interior doors and frames, new cabinets, new laminate countertops, new storage, new pass through metal evidence lockers, new integral mechanically assisted rolling storage system, 1 for 1 replacement of restroom fixtures and accessories, new VCT flooring, new rubber base, new ACT ceilings, new LED lighting, new switching, new exhaust fans at drugs and guns, new glass pass through slider at public vestibule, fire alarm system modification and certification. All scope priced as hardened, tamper proof, damage resistant, or secure at the request of the police.

Detailed Scope of Work

The Contractor shall furnish the materials, equipment, labor, and supervision to provide and perform the work as described in this scope of work.

Existing Conditions

- Demo approximately 5000sf VCT flooring, base, wall panels, ACT ceilings, and lights.
- Demo exterior brick and block walls to accommodate new roll up overhead door.
- Demo exterior windows, doors, and sliding glass.
- Demo exterior awnings.

Concrete

- New concrete apron at exterior overhead door.

Masonry

- New CMU wall patching at exterior windows doors and sliding glass.
- New CMU secure walls at public area.
- New cell grout at exterior.

Metals

- New steel engineered lentil at new oversized opening for overhead door.

Wood, Plastics, and Composites

- New laminate base and upper cabinets with laminate countertop.
- New door pulls and adjustable shelves.

Thermal and Moisture Protection

- New In wall insulation at new walls.
- New fire proofing at penetrations.
- New caulking and backer rod at overhead door.
- New sound proofing at integration room.

Openings

- New steel doors and steel frames, and secure hardware at exterior.
- New interior wood doors, frames, and hardware.
- New glass slider at public area.

Finishes

- New metal stud walls.
- New in wall blocking.
- New subfloor for rolling storage system.
- New ACT ceilings. (Wire, Braces, Trim, and Tile)
- New VCT flooring throughout.
- New rubber base throughout.
- New painting of CMU walls with prime and block filler paint.
- New painting of gypsum board throughout.
- New painting of doors and hollow metal frames.

Specialties

- New tamper-proof pass-through evidence lockers.
- New mechanically assisted oversized rolling space saver shelving and associated track system, hardware, and stops.
- New fire extinguisher cabinets and fire extinguishers.
- New restroom accessories. (Mirrors, soap dispensers, paper holders, & hand dryers)

Plumbing

- New toilets, sinks, and faucets.
- New floor cleanouts.
- New instant hot water heater.

HVAC

- New ductwork.
- Relocation of ductwork.
- New grills and registers.
- Relocation of grills and registers.
- New exhaust fans at drugs and guns.
- New steel security grille. (secure).
- Test and Balance.

Electrical

- New LED 2x2 lighting.
- New switches / occupancy sensors / vacancy sensors.
- New outlets.
- New power for exhaust fans.
- New power for hot water heater.
- New exterior wall mounted motion activated flood lights. (secure)

Electronic Safety and Security

- New notifier / fire panel.
- New strobes and horns.
- New pull stations.
- New secure sensors.
- Test and certify.

Details that Apply to All Work Areas:

Submittals are to be provided to the Owner as part of the submittal process prior to installation by the contractor.

Maintain clean work areas at all times. Remove and dispose of all demolished materials and construction debris. Site must be cleaned every day at the completion of work. Contractor shall take extra precautions to pick up all debris, nails and fasteners from the ground and all surrounding area and finishing with magnetic pickup to ensure safety and cleanliness.

All measurements and quantities supplied in this scope of work are approximate in nature and are supplied as a convenience for the contractor. The contractor is responsible for field verification of all measurements and quantities.

Contractor shall verify all new and existing conditions and dimensions at job site prior to the proposed process start of construction, and during construction.

Parking will be made available for the Contractor by the Owner and the Contractor shall coordinate all parking with the Owner prior to beginning work.

Contractor shall obtain approvals in advance for all lay down and storage areas.

All salvageable materials remain the property of the Owner.

Contractor shall coordinate inspections as required.

Final clean up and disposal: Remove debris, rubbish, and waste material from the property of the Owner on a daily basis. Upon completion of work, all construction areas shall be left clean and free from debris. Clean all dust, dirt, stains, hand marks, paint spots, droppings, and other blemishes.

Contractor shall not be required to pay Davis Bacon Wage Rates.

Exclusions:

- Exterior work unless stated otherwise above.
- **Submittals:**
 1. Contractor shall submit to Owner submittals for approval

Permitting:

At the time of issuance of a Purchase Order for this Work, it is understood that permits are not required for this Work. If this changes, the Contractor will be responsible for obtaining such applicable permits and the Owner will be responsible for compensating the Contractor for permit fees and any design necessary to obtain such permits or related approvals as described in the EZIQC master contract documents (i.e. permit fees are dollar for dollar reimbursable and professional design and engineering fees are paid for at hourly rates published in the Construction Task Catalog).

Project Schedule

1. All work shall be completed during normal working hours (7am to 5pm) as directed by Owner.
2. Project construction will be scheduled upon receipt of the PO.

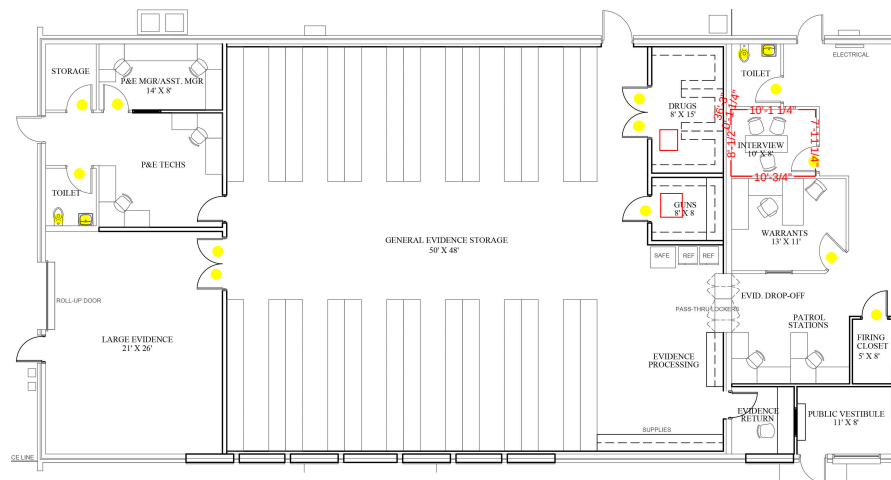
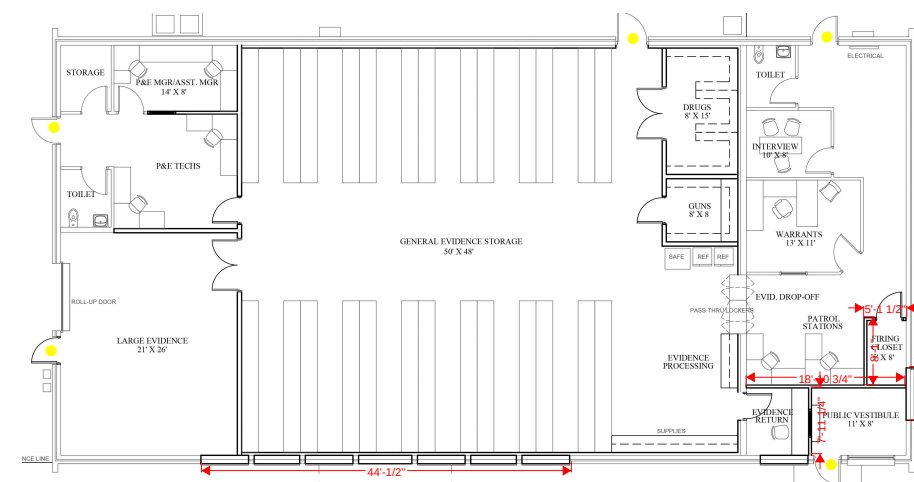
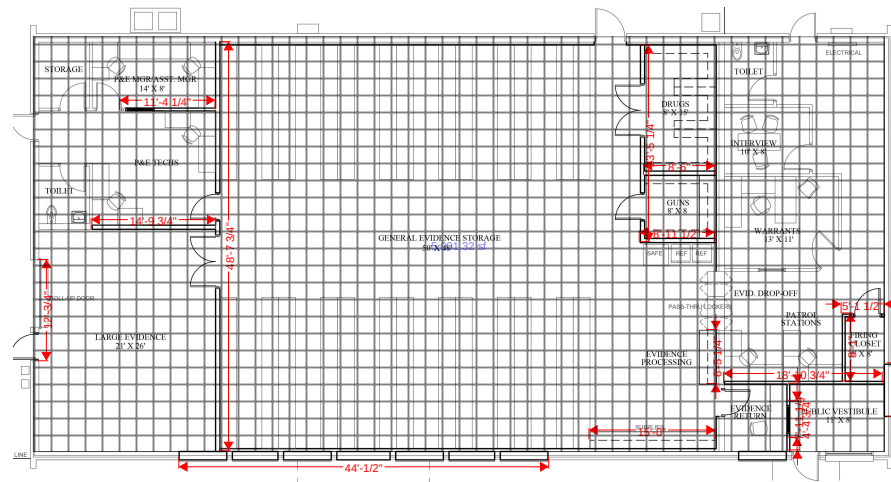
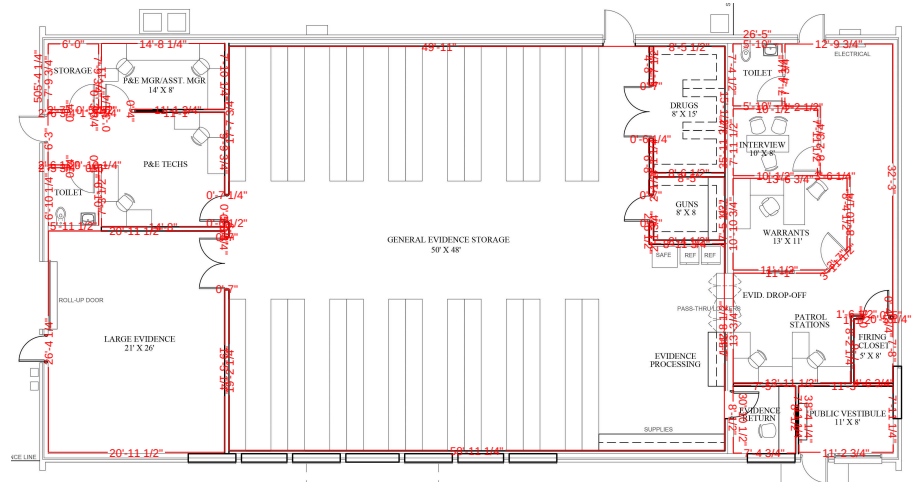
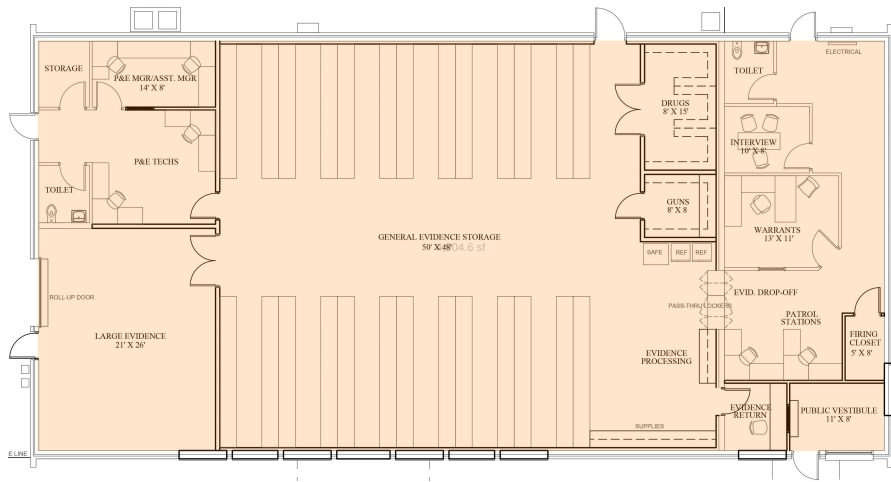
Owner Responsibilities

1. Coordinate any State Fire Marshal approvals as necessary.
2. Provide access to the worksite during normal working hours.

Contract Document Order of Precedence:

Contract documents shall govern in the order first listed below:

1. This Detailed Scope of Work
2. EZIQC master contract document



GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:35 p.m. Request Council Approval for the City of South Fulton to enter into contract with Management Advisory Group to complete a Pay Classification and Compensation Study at a proposed cost of \$34,900 to be funded from the Human Resources Professional Services line

DATE: April 25, 2023

SUBJECT: 6:35 p.m. Request Council Approval for the City of South Fulton to enter into contract with Management Advisory Group to complete a Pay Classification and Compensation Study at a proposed cost of \$34,900 to be funded from the Human Resources Professional Services line

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
RFP # 23-10 1.27.2023 - signed (1)	Cover Memo	4/21/2023
MAG Proposal to South Fulton GA for RFP 23-10 (1)	Cover Memo	4/21/2023

Proposal for a Classification and Compensation Study



**South Fulton, Georgia
March 23, 2023**



Management Advisory Group International, Inc.
12730 Fair Lakes Circle, Suite 600
Fairfax, VA 22033
(703) 590-7250



Management Advisory Group International, Inc
12730 Fair Lakes Circle, Suite 600
Fairfax, VA 22033

March 23, 2023

Karen Slaton-Dixon
Finance and Administrative Services Director
5440 Fulton Industrial Blvd.
South Fulton, GA 30336

Dear Ms. Slaton-Dixon,

Management Advisory Group International, Inc. (MAG) is pleased to present this *Proposal for a Compensation and Classification Study*. We certainly appreciate your consideration.

We are most interested in your project, and will work closely with you, HR staff, Department Heads, and City employees to achieve your key objectives. We will address all your interests through a very interactive and cooperative approach and methodology. We expect all our clients to be extremely pleased with the outcomes and work products. We will work with everyone involved in the study to create excellence for every aspect of the project.

MAG is a national, full-service human resources consulting firm (WBE) with *extensive* experience in classification and compensation projects, position descriptions, and human resources software. Principals of the firm have conducted *over 500 similar studies* in over 25 years of municipal consulting in 24 states, including Georgia. Our consultant services are supported by a full complement of personnel, office space, and technological equipment required to meet our clients' needs.

Our overall approach is inclusive, personalized, and supported by state-of-the-art tools that includes a proven job evaluation system. The approach is proven; the personnel are established professionals with many years of experience; MAG has completed hundreds of similar studies for cities, counties, and local government organizations.

Karen Slaton-Dixon
Finance and Administrative Services Director
South Fulton, GA
March 23, 2023
Page Two

In addition to the personalized approach to your project, our software is the most progressive in the business for the purpose of conducting compensation studies. It fully addresses your interests in reference to reviewing and analyzing existing compensation plans to achieve internal equity, as well as external equity. We will create proper pay structures to reflect a competitive position in your market area.

The software we have developed over the years is unmatched in the marketplace. It is simply the best, and there is nothing else like it available. It is a tool that complements the highly personalized and personally managed project designed to meet your interests.

We produce personalized implementation plans so that the City, management, and staff are able to evaluate various strategies according to financial limitations. *One of our strengths is our ability to produce customized plans that ultimately result in implementation.* That is our goal from day one of the engagement.

I manage MAG's Columbia, South Carolina office, and will personally oversee your project. We appreciate the opportunity to be of service to you and look forward to working as partners with the City on this important project.

Best regards,

Dr. Russell H. Campbell

Russell Campbell, Ed.D.
Senior Vice President
Management Advisory Group International, Inc.
12730 Fair Lakes Circle, Suite 600
Fairfax, Virginia 22033
Phone: (703) 590-7250
Email: russell@maginc.org

Management Advisory Group International, Inc. Client List

Abbeville County, SC	City of Bullhead City, AZ
Ak-Chin Indian Community, AZ	City of Cape Coral, FL
Albemarle Charlottesville Regional Jail	City of Cape Coral, FL
Association of County Commissioners, NC	City of Carlsbad, NM
Athens-Clarke County, GA	City of Casselberry, FL
Auburn University, AL	City of Cayce, SC
Baltimore County Community College, MD	City of Chandler, AZ
Baltimore County Public Schools, MD	City of Chesapeake, VA
Bedford County Schools, VA	City of Cleveland, TN
Black Hawk College, IL	City of Cocoa Beach, FL
Blount County, TN	City of College Park, MD
Boone County, KY	City of Colleyville, TX
Bowie, MD	City of Colonie, NY
Brevard County Sheriff's Office, FL	City of Columbia, MO
Broward County Sheriff's Office, FL	City of Columbia, SC
Charles County Schools, MD	City of Cooper City, FL
Charleston County Parks and Recreation Authority, SC	City of Dania, FL
Charleston Housing Authority, SC	City of Davie, FL
Charlotte County Sheriff, FL	City of Daytona Beach, FL
Chatham Area Transit, GA	City of Deerfield Beach, FL
Chester Metropolitan Water and Sewer District, SC	City of Delray Beach, FL
Child Care Group, TX	City of Destin, FL
Citrus County Sheriff's Department, FL	City of Douglas, AZ
Citrus Hills Investment Corporation, FL	City of Dover, DE
City of Acton, MA	City of Dunedin, FL
City of Alexandria, LA	City of Dunedin, FL
City of Altamonte Springs, FL	City of Edgewater, FL
City of Americus, GA	City of El Mirage, AZ
City of Artesia, NM	City of El Paso, TX
City of Asheville, NC	City of Eustis, FL
City of Atlanta, GA	City of Fairborn, OH
City of Avondale, AZ	City of Fayetteville, GA
City of Bal Harbour, FL	City of Florence, SC
City of Balcones Heights, TX	City of Fountain, CO
City of Baton Rouge, LA	City of Franklin, TN
City of Bay Harbor Islands, FL	City of Franklin, VA
City of Baytown, TX	City of Ft. Lauderdale, FL
City of Belle Glade, FL	City of Ft. Walton Beach, FL
City of Belleview, FL	City of Gainesville, FL
City of Bloomington, IN	City of Gladstone, MO
City of Bowling Green, KY	City of Goose Creek, SC
	City of Grand Prairie, TX
	City of Greenacres, FL
	City of Greenville, SC
City of Boynton Beach, FL	City of Gulfport, FL
City of Brooksville, FL	City of Hammond, LA
City of Brownsville, TX	City of Highland Beach, FL

City of Holly Hill, FL
City of Hollywood, FL
City of Hollywood, FL
City of Hutto, TX
City of Indian River Shores, FL
City of Jacksonville, FL
City of Jacksonville Beach, FL
City of Jacksonville Transportation Authority, FL
City of Johnson City, TN
City of Joplin, MO
City of Juno Beach, FL
City of Kalispell, MT
City of Kearney, NE
City of Kenosha, WI
City of Knoxville, TN
City of La Porte, TX
City of Lake Park, FL
City of Lake Worth, FL
City of Lakeland, FL
City of Lexington, KY
City of Logan, UT
City of McAllen, TX
City of Manning, SC
City of Mesa, AZ
City of Minot, ND
City of Miramar, FL
City of Mount Dora, FL
City of Mount Pleasant, SC
City of Myrtle Beach, SC
City of Naples, FL
City of New Orleans, LA
City of New Smyrna Beach, FL
City of North Miami, FL
City of North Miami Beach, FL
City of North Myrtle Beach, SC
City of North Port, FL
City of Oak Ridge, TN
City of Ocala, FL
City of Ormond Beach, FL
City of Page, AZ
City of Palm Bay, FL
City of Pantego, TX
City of Pasadena, TX
City of Pascagoula, MS
City of Pearland, TX
City of Pembroke Pines, FL
City of Pointe Coupee, LA
City of Port Freeport, TX
City of Port Orange, FL
City of Portland, TN

City of Portsmouth, VA
City of Prescott, AZ
City of Prescott Valley, AZ
City of Pueblo West, CO
City of Richmond, VA
City of Rio Rancho, NM
City of Riviera Beach, FL
City of Rockford, IL
City of Rockville, MD
City of Ruidoso, NM
City of Safety Harbor, FL
City of Saint Louis, MO
City of San Francisco, CA
City of San Luis, AZ
City of Sanford, FL
City of Sanibel, FL
City of Sarasota, FL
City of Savannah, GA
City of Sevierville, TN
City of South Daytona, FL
City of Southfield, MI
City of St. George, UT
City of St. Cloud, FL
City of St. Louis, MO
City of Staunton, VA
City of Stuart, FL
City of Sumter, SC
City of Surprise, AZ
City of Takoma Park, MD
City of Tallahassee, FL
City of Tamarac, FL
City of Tampa, FL
City of Venice, FL
City of Wellington, FL
City of West Columbia, SC
City of West Palm Beach, FL
City of Wichita Falls, TX
City of Williston, FL
City of Wilton Manors, FL
City of Winter Park, FL
City of Wylie, TX
Coastal Rapid Transit Authority, SC
Colleton County Schools, SC
Collier County Sheriff's Office, FL
Columbia Housing Authority, SC
Columbia Police Department, SC
Corpus Christi Airport, TX
County of Alachua, FL
County of Bastrop, TX
County of Brevard, FL
County of Broward, FL

County of Brunswick, VA
County of Cameron, TX
County of Cecil, MD
County of Charleston, SC
County of Charlotte, FL
County of Chatham, NC
County of Cherokee, NC
County of Chester, PA
County of Citrus, FL
County of Clarendon, SC
County of Clayton, GA
County of Colleton, SC
County of Davidson, NC
County of Dougherty, GA
County of Durham, NC
County of Eddy, NM
County of Fairfield, SC
County of Florence, SC
County of Hampton, SC
County of Haywood, NC.
County of Hernando, FL
County of Horry, SC
County of Jefferson, TX
County of Lake, FL
County of Lancaster, SC
County of Lee, FL
County of Levy Property Appraiser, FL
County of Lexington, SC
County of Marion, FL
County of Martin, FL
County of Missoula, MT
County of Montgomery, VA
County of Northampton, VA
County of Orange, FL
County of Orangeburg, FL
County of Orangeburg, SC
County of Pinal, AZ
County of Polk, FL
County of Sarasota, FL
County of Spartanburg, SC
County of St. Johns Property Appraiser, FL
County of Tift, GA
County of Washington, PA
County of Oakland, MI
County of Sumter, SC
Dallas Independent School District, TX
DeKalb County School District, GA
Dorchester School District 2, SC
Dougherty County, GA
Durham County, NC
Elizabeth City, NC

Emergence Health Network, TX
Escambia County Utilities, FL
Fairfax County Public Schools, VA
Family Eldercare, TX
Florida Community College at Jacksonville, FL
Florida League of Cities, FL
Grand Traverse County, MI
Greenwood Housing Authority, SC
Greenville County Schools, SC
Harford County Sheriff, MD
Hays County, TX
Horry County Solid Waste Authority, SC
Houston Galveston Area Council, TX
Houston Independent School District, TX
Huntsville City Schools, AL
Iberia Parish, LA
Immokalee Water and Sewer Authority, FL
Integral Health Care, TX
Jasper County, SC
Johnson C. Smith University, NC
Kent County, DE
Key West Aqueduct Authority, FL
Lake County Sheriff's Office, FL
Lake Worth Utilities, FL
Laurens CPW, SC
Los Angeles Housing Authority, CA
Louisiana Community College System, LA
Macon-Bibb County, GA
Manatee County Sheriff's Office, FL
Marion County Sheriff's Office, FL
Marion County Tax Collector, FL
Massachusetts Community Colleges, MA
Metropolitan Washington Council of Governments, Washington DC
MHMR of Tarrant County, TX
Miami Area School District, AZ
Nash County, NC
Navajo Community College, AZ
Nelson County, VA
New Smyrna Beach Utilities Commission
Newberry County, SC
Nez Perce Indian County, ID
Nineteenth District Court, LA
Norfolk Public Schools, VA
Oakland County, MI
Okaloosa County, FL
Oklahoma Zoological Trust, OK
Orange City, FL
Orange County Public Schools, FL
Osceola County, FL

Ouachita Parish, LA
Palm Beach County Clerk of Court, FL
Palm Beach County Clerk of the Circuit Court, FL
Palm Beach County Schools, FL
Palm Beach County Sheriff's Department, FL
Palm Harbor Fire Rescue District, FL
Pasco County Sheriff's Office, FL
Peace River Water Authority, FL
Peachtree City, GA
Pee Dee Regional Solid Waste Authority, SC
Phoenix Elementary School District, AZ
Queen Anne's County Schools, MD
Richardson Independent School District, TX
Richland County School District One, SC
Richland County School District Two, SC
Roanoke City Public Schools, VA
Saint Lucie West, FL
Salt River Indian Community, AZ
San Carlos Apache County, AZ
Santa Fe Community College, NM
School District of Philadelphia, PA
Southern Ute Indian County, CO
St. Charles Parish, LA
St. Mary's Metropolitan Commission, MD
St. Tammany Parish Schools, LA
State Department of Children & Families, FL
State Department of Citrus, FL
State Department of Health, FL
State Department of Juvenile Justice, NC
State Department of Juvenile Justice, FL
State Department of Transportation, TX
State Dept. of Environmental Quality, OR
State Dept. of Public Safety, AZ
State Div. of Human Resources, AZ
State Executive Office of the Governor, FL
State Human Resources Dept., IA
State Merit System, NE
Sussex County, DE
Tampa Housing Authority, FL
Tampa International Airport, FL
Tempe Union High School District, AZ
Toho Water Authority, FL
Tohono O'odham Nation, AZ
Town of Carrboro, NC
Town of Chapel Hill, NC
Town of Davie, FL
Town of Gilbert, AZ
Town of Hilton Head, SC

Town of Hilton Head Island, SC
Town of Jupiter, FL
Town of Ponce Inlet, FL
Tupelo Schools, MS
University of Maine, ME
University of Northern Iowa, IA
University of Texas, TX
University of Wyoming, WY
Union County, SC
Virginia Beach City Schools, VA
Walker County, TX
Washington COG, D.C.
Washoe County School District, NV
Wayne County Airport Authority, MI
Wicomico County Schools, MD
York County, SC

South Fulton, Georgia

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Executive Summary

Basic Information...

Legal Name of Firm: Management Advisory Group International, Inc.
Incorporation: Florida (2001)
Offices: Fairfax, VA; Asheville, NC; Columbia, SC.
In Business: Since 2001 as a company.
Legal Structure: Florida Corporation, in good standing with the Department of State.

Excellent Overall Experience and Demonstrated Success...

MAG principals and staff have successfully completed over 550 similar studies over a 25-year period in 40 states. MAG has the resources, staff and financial capacity to successfully complete your study. MAG has completed recent studies with as many as 27,000 employees. We have completed hundreds of compensation and classification studies.

Expertise of Staff Members and HR Experience...

You can be assured of depth of experience in municipal matters, thus ensuring your success. The team proposed for your project has functioned together for over a decade to provide similar studies to local governments.

Excellent Methodology, Technical Approach and Tools to Complete Your Study...

We work closely and personally with key staff to achieve your objectives. The software system and approach we have developed is specific to your interests and includes a highly defined and progressive system of job evaluation. *The software is specific to the conduct of compensation studies and sets us apart from our competitors.* It has been proven in scores of similar studies to add value to your project. It is not just a tool; it is a fully functioning software program that fully addresses compensation. There is nothing like it in the market.

Customer Service and Knowledge...

Our staff responds to emails within minutes 90% of the time and will respond to any questions or clarifications at no cost for up to a year. Your consideration is appreciated.



Firm Background

Time in Business and Business Specialties

The Principals of MAG International, Inc. have a proven track record in providing in-depth management and human resource consulting services for over 25 years in more than 40 states. Our services for counties and municipalities include a focus on classification/compensation studies. Our work also includes performance management evaluation, compensation and pay equity and analysis, personnel policies, training, and procedures manuals.

Our clients range from various state and local government agencies to many Cities, as well as numerous Utilities, EMS, Police, and Fire organizations nationally and internationally. We have worked with many types of agencies over the years and have excellent and wide-ranging understanding of governmental functions.

MAG International, Inc. Selected Areas of Expertise

➤ Compensation and Classification

- Pay Equity and Comparable Worth
 - Evaluation systems
 - Salary Studies
 - Benefits
- Management/Executive Compensation

➤ Management Systems

- Facilities Reviews
- Productivity and Staffing Analysis
- Privatization Reviews
- Organizational Restructuring
- Efficiency Studies

➤ Policies, Procedures and Training

- Personnel Ordinances and Policy Manuals
- Recruiting and Hiring Guidelines

Management Advisory Group International, Inc. is a privately held corporation located in Woodbridge, Virginia. MAG International, Inc. is a woman-owned firm incorporated in the state of Florida in 2001 and continues to maintain corporation status in the states of Florida, Louisiana and Virginia, while helping our clients find success nationwide.

MAG is one of three sister companies. MAG International, Inc. focuses on state, county and local government; MAG LLC, focuses on federal contracts; and, MAG- DS primarily handles international projects. MAG's home offices are located in Northern Virginia, with satellite offices in South Carolina, North Carolina and Florida. There are over seventy staff in the domestic offices and over 1,500 worldwide.



MAG is committed to providing the highest level of professional management and human resource consulting services to our clients. Our team of business and management professionals possesses extensive experience, education, and skill sets in a variety of study areas -- allowing us to assist our clients in meeting their organizational mission, vision, and goals on a variety of fronts.

MAG believes that organizational efficiency and effectiveness is, in large part, dependent on recruitment, hiring, and retention of quality, skilled personnel and staff – comprehensive human resources management systems are an absolute essential in today's world to accomplish organization mission, vision, goals, and objectives.

Project Initiation and Timetables

While MAG has other current clients, the company has established a priority for the initiation, scope, and timetable of this project. We are prepared to initiate this project immediately and complete a high-quality study within a five month period. This will assure appropriate time for data collection, review of recommendations, and completion of reports.

Current Clients

Some of our current/recent clients, with projects at various stages of completion:

- ✓ Americus, GA
- ✓ Atlanta Public Schools, GA
- ✓ Dougherty County, GA
- ✓ Fayetteville, GA
- ✓ Macon-Bibb County, GA
- ✓ Peachtree City, GA
- ✓ South Fulton, GA
- ✓ Jasper County, SC
- ✓ Newberry County, SC
- ✓ Union County, SC
- ✓ York County, SC
- ✓ Carrboro, NC
- ✓ Chapel Hill, NC
- ✓ Durham County, NC
- ✓ Nash County, NC
- ✓ Deerfield Beach, FL
- ✓ Deltona, FL
- ✓ Edgewater, FL
- ✓ Sanford, FL
- ✓ Sanibel, FL
- ✓ Franklin, VA
- ✓ Staunton, VA
- ✓ Charleston, WV
- ✓ Bowie, MD
- ✓ Knoxville, TN
- ✓ St. Louis, MO
- ✓ Lexington, KY
- ✓ Louisville, KY
- ✓ Sussex County, DE



Excellent Outcomes

Successful outcomes in our projects have been diverse. They include:

- ✓ revised compensation structures;
- ✓ creation of management or executive pay structures and benefits packages;
- ✓ comprehensive job/class descriptions where none have existed;
- ✓ revisions to operational and personnel policies;
- ✓ adjustment to pay structures to recognize market changes for selected employment groups;
- ✓ assignment of geographic differential to a pay structure where appropriate;
- ✓ integration of multiple pay structures into a unified schedule;
- ✓ identifying compression across the organization.
- ✓ staffing level determinations;
- ✓ reorganizations;
- ✓ analysis of agency versus contracted provision of services;
- ✓ Identification of proper use of facilities.

MAG's Special Human Resource Management Software

MAG has developed and uses the following software applications: ***Market Manager®***, ***Classification Manager®***, and ***Performance Manager®***.

The flagship of our software package, ***Classification Manager®***, is like having a human resources department on your PC. ***Classification Manager®*** designs custom pay structures, assigns employees to job classes, and provides extensive reports and forecasting scenarios to assist in developing management or labor compensation strategies. ***Classification Manager®*** is an invaluable tool for forecasting, as well as, proving internal pay equity. ***Classification Manager®*** can be used with our proprietary system ***or easily adapted to use your existing system of job classification.***

Market Manager® is MAG's custom survey software that is designed to electronically collect job class, pay practice and related data from organizations that may compete with our clients for like classes of employees. **Each survey instrument is customized to reflect and collect the specific data requested by our client, ensuring that the unique needs of the client organization are addressed as an integral part of each of MAG's studies.**



To ensure that all data analysis activity compares “apples to apples,” **Market Manager®** has internal controls that normalize survey data for employee groups that work non-standard work hours, **allowing the client to directly compare compensation packages for either work hours or work days of employees within the agency and across the competitive marketplace. This is especially critical when evaluating work within the City structure.**

In addition to implementing targeted surveys, **Market Manager®** maintains an extensive data mine of current market information that can be accessed to support any market survey study undertaken on behalf of our clients. This powerful tool provides the information necessary to design compensation packages that reflect reality in the marketplace and **putting the client’s organization in a competitive posture to recruit, retain and motivate employees.**

MAG has committed to maintaining state of the art tools to assist our clients in the conduct of human resources projects.

Data can be easily used in Excel formats to ensure ease of use by our clients. We make it easy for you.

MAG has the organizational, financial, staff, and technical capability to assure success for this important project. Litigation has never been filed against our firm.

While we have current obligations, MAG is able to clearly state that we will be able to meet the obligations for the City in a timely manner.

MAG has no current or former litigation, outstanding judgments, or liens (ever).



SECTION 2

SCOPE OF SERVICES



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Methods and Procedures

Parts of this section are considered confidential and not subject to public disclosure as they contain information, references and screen shots of MAG's exclusive, confidential and proprietary software.

We note that there are 700 employees in various departments in City positions.

Broadly, steps in the process to meet the City's stated goals include:

Step 1: Project Initiation and Data Requirements

Initial Meetings

Upon agreement to proceed, MAG's study team will discuss with our City project manager and formulate the work plan with input from our management partner; typically this is HR and the key departmental staff. MAG can also meet with other appropriate personnel to request background information, review the objectives of the study, and discuss concerns and issues. We discuss compensation history, study goals, and all related project scope issues of importance. We will request appropriate data relative to the current compensation system.

Step 2: Department Head Input

At the outset of the study MAG representatives and our HR partners will meet with Executive Leadership staff, and Department Heads to communicate goals and objectives. We will seek to identify problem areas or concerns and to identify positions in need of review.

Data Required

- Current Employee & Payroll Data
 - Organization Charts
 - Pay and Classification Plan
 - Salary Schedules
 - Personnel Policies
-

MAG is willing and able to meet on-site or video conferencing attendance and meetings with City staff will be determined by the current status of the public health guidelines with respect to safety, travel, safety of overnight accommodations and other considerations to safeguard both MAG staff and those of the City.



MAG has been successfully setting up schedules and conducting meetings using Zoom Professional since March 2020. Additionally, MAG has prepared electronic templates of all communications documents for safe and secure electronic transmission.

Recent months have “opened up” and many agencies are doing on-site meetings.

We are pleased to be responsive to the City’s interests to ensure a successful project.

We will discuss:

- An overview of the study goals and objectives, thereby ensuring staff are apprised of the City’s intentions to maintain a competitive salary system;
- The study approach and critical aspects of the project so staff is made aware of and understands the project’s important milestones and schedule, as well as their contribution to adhering to established timelines; and,
- An opportunity to ask general questions pertaining to the project so that concerns can be addressed at the outset of the study.

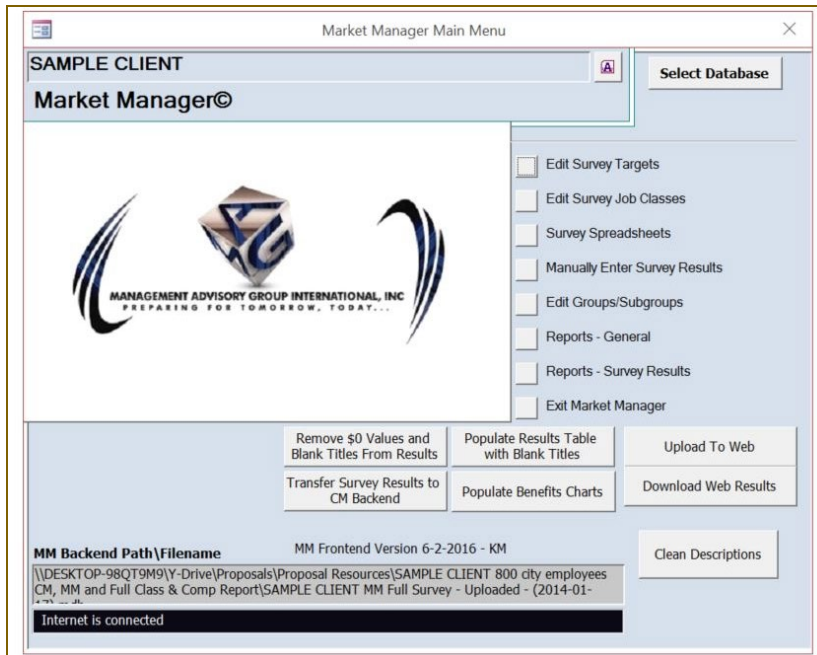
Step 3: External Market Review of Position Classifications

We cooperatively develop the market salary survey instrument, provide the survey instrument and target list to HR for review, comment, and suggestions, and contact target organizations to solicit survey participation. The survey instrument will be customized to meet your needs. MAG will work with our City partners to identify and fine tune both the survey targets as well as the list of represented benchmark positions for each of the occupational families.

Benchmarks are carefully chosen in concert with City HR staff, to represent the varying types of work being done in the City, and at various levels of the pay structure. MAG is not proposing to survey every position. Benchmark positions will be selected and surveyed.

MAG prefers to conduct salary surveys on-line via our custom internet survey, but alternative formats (hard copy, email & facsimile) are also available. For your study, MAG will use the identified sources of data and manage the input directly into our *Market Manager®* software program.





Survey Instrument Content

Each survey instrument is pre-populated with the following information for review by the target organization:

- Job class title.
- A succinct description of the job class.
- Required qualifications of the job class.

We will then enter the following survey data into *Market Manager*®:

- The respondents matching title and degree of match;
- Minimum, mid-point and maximum pay ranges;
- Any notes from MAG staff or respondents regarding differences between the City's and respondent's job class.

An Excel survey document is produced and provided to the target agencies for completion. The number of cooperatively identified benchmarks will also have to consider the potential for target agencies to respond.

At the close of the survey phase, we analyze the received survey response data and compile market study results for your review, evaluation, and comment. Once final results are calculated, we submit the completed market report and recommendations.



SAMPLE SURVEY RESULTS

Salary Survey Results												
Emergency Communications Officer												
Descrip	Employees in this class receive and transfer messages by telephone or two-way radio on an assigned rotating shift. Serves as a police telephone operator. Calls are received for general information, police personnel and police, or other emergency equipment wherein the incumbent provides the general information, transfers calls to police personnel and transfers calls for police emergency equipment to shift Sergeant. Calls are received by two-way radio from police vehicles for general information and obtained from teletype or other source and requested information transmitted. Operator records all information concerning calls and complaints. Does related work as needed.											
Quals	Experience and training in radio communications. Completion of a standard high school course; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities. Radio operator's license prescribed by the Federal Communications Commission.											
Respondent	Matching Title	Match	Min	Mid	Max	Range Width	Range	Entry	Avg Pay	Actual Pay	#	Avg Yrs
Ormond Beach	Dispatcher/Records Clerk		\$17,932	\$22,432	\$28,061	56.5%						
South Daytona	Dispatcher/Records Clerk		\$19,935	\$24,919	\$29,903	30.0%						
Daytona Beach	Emergency Communications Officer I		\$20,217	\$26,018	\$31,819	57.4%						
Port Orange	Dispatcher		\$20,385	\$27,271	\$34,157	63.6%						
New Smyrna Beach	Communications Dispatcher		\$20,700	\$25,572	\$30,444	47.1%						
Deltona	Telecommunicator		\$21,623	\$25,874	\$31,569	46.0%						
Lake Mary	Telecommunicator I	Identical	\$22,235	\$27,000	\$33,322	49.9%						
Casselberry	Telecommunicator I		\$22,405	\$27,467	\$32,528	45.2%						
Longboat Key	Police Dispatcher		\$23,754	\$30,275	\$36,795	54.9%						
Apopka	Communications Technician		\$25,976	\$33,120	\$40,263	55.0%						
Average			\$21,516	\$26,995	\$32,886	52.8%						
Town of Ponce Inlet			\$15,996	\$19,832	\$23,667	-48.0%						
\$ Difference			(\$5,520)	(\$7,163)	(\$9,219)							
% Difference			-34.5%	-36.1%	-39.0%							

Benchmark Classification

Survey Respondent(s)

Results Comparison

Step 4: Job Questionnaires – Full Documentation in an Easy to Use Format

MAG has developed a highly efficient web based online job questionnaire process for employees and their supervisors. MAG will be able to offer on-site orientation sessions for employees, in which the study process is explained, the job questionnaire is thoroughly reviewed, and employees will be able to ask questions. The sessions are very interactive. All employees would have the opportunity to attend, although work schedules may preclude some. Further, MAG has prepared electronic templates of a variety of communications documents that explain the process, explain the questionnaire completion, and include many questions and answers that cover everything for employees.

Supervisors access their employees' questionnaires for review and comment. Job questionnaires can be printed at any time following completion of the questionnaire.

This approach enables MAG to make distinctions at the employee level.



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"Confidential and Proprietary"

Additionally, all of the key information in the Job Profile Questionnaires (JPQ's) are downloaded to MAG's **Classification Manager®** software so that the information is readily available for both use in identifying job profile values from the incumbents and their supervisors, as well as for future use by the City as a baseline or reference points to help calibrate job changes that might occur.

The use of the software is a technique to **complement the highly personalized and substantial client input and discussions**. But, the software achieves outcomes far beyond what can be achieved with Excel tables only.

CLASSIFICATION MANAGER - Job Class Editing and Evaluation

Classification Manager® - Proposed Job Class Evaluation
Large Client Sample

Administrative Assistant

Job Title: Administrative Assistant Code: P0045

Pay Plan: Unified Occ Category: Office Support

Copy Points From: Original Classes And Issues Class Description Employee In This Class Avg JAQ Responses

Degree of Involvement	Emp	Sup	Copy Emp Avgs to Proposed
Org Responsibility 3	3.82	4.00	Data Responsibility
Data Responsibility 4	3.66	3.67	People Responsibility
People Responsibility 4	2.06	2.11	Asset Responsibility
Assets Responsibility 2	5.48	5.49	Experience
Experience 5	3.45	3.39	Education
Education 2	2.16	2.18	Math
Math 2	3.63	3.61	Communications
Communications 4	2.62	2.54	Judgment
Judgment 3	4.06	3.93	Complexity of Work
Complexity of Work 4	3.18	3.53	Impact of Errors
Impact of Errors 4	1.95	1.95	Physical Demands
Physical Demands 2	1.82	1.79	Equipment Usage
Equipment Usage 2	2.12	0.00	Unavoidable Hazards
Unavoidable Hazards 1	1.50	1.60	Safety of Others
Safety of Others 2			
Total Points: 472			
Prop. Grade: 111			
Delta: 472 EAC: 0			
Min Mkt Max			
37,786 45,343 60,306			

Core evaluation profile values are based on ratings from employees and their supervisors.

Employees can see they had input into the evaluation profile values because it comes directly from their own input; thus validates and verifies the placement of the positions.

Your project will include the completion of Job Profile Questionnaires and use of the software to generate reports. ***You will see that MAG's online Job Questionnaire is comprehensive and easy to complete, and has been successfully completed by over 300,000 employees at all levels in local/state government agencies.***

MAG's Job Profile Method of Classifying work is comprehensive and unique approach to collecting and verifying accuracy of core job functions.



Classification Manager® (CM) is a software tool designed by Management Advisory Group International, Inc. (MAG) to provide easy access to all of the information needed to equitably classify all job classes within an organization and can be used internally for a variety of compensation and classification purposes including running costing models for future years.

Step 5: Achieving Internal Equity

As a tool in supporting MAG's comprehensive and professional approach, we will utilize a Windows™ based system, **Classification Manager®**, an evaluation system that integrates current market data and job analysis by professional evaluators.

When the City sees the efficiency and effectiveness of the software tool developed by MAG specifically to accomplish compensation projects and to support the goals and vision of our clients, you will see that there is no true comparison on the market by any of our competitors.

It is critical, when handling employee salary information that reports not be based on a series of loosely linked Excel cells, where if one cell becomes corrupted, the entire file accuracy fails. A substantial number of our clients use our CM© program not only for classification and compensation schedules, but also for budget forecasting.

MAG's proprietary quantitative job evaluation system is based on compensable factors. The system's flexibility will also fully accommodate a market rating approach to job classification as well as whole job ranking, making this the most flexible compensation and classification tool available to public sector entities today.

MAG's **Classification Manager®** (CM©) software can develop pay plans based on regression equation analysis of either the internal midpoint value of the original pay plan or market compensation and quantitative point-factor analysis. MAG often uses the original value of the organization's own jobs to establish the internal market control point, using external market values to adjust the proposed pay line.

In addition to point factor analysis, classifications should also be reviewed for economic anomalies within the marketplace. Economic anomalies are those positions for which market values are inflated or otherwise inconsistent due to shifting supply and demand conditions. As both private and public-sector organizations compete to attract and retain incumbents in such positions, market indicators fluctuate in high and low extremes that make it difficult to secure reliable market data.



MAG's Job Analysis Questionnaire® (JPQ®) is an online tool that fully integrates into the desk top utility, CM®, putting all of the most relevant job profile information at your fingertips. MAG's intuitive JPQ® walks employees through a simple step by step process to guide them in identifying the key factors in their work.

Step 6: Report of Study Conclusions and Implementation Options Prepared for You

Because *we tailor plans to the specific needs of each organization*, several cost analyses for implementing proposed study recommendations can be considered. The cost by employee to bring staff up to the proposed pay range minimums is the most conservative option and is always provided. Other options, such as length of time in classification, can also be used as criteria to assign employees to the proposed plan.

Our program generates analysis reports for each scenario under consideration for implementation. This is so much more than Excel tables.

Thus, you are provided with an in-depth budget review and forecasting tool to facilitate selection of the most viable and appropriate implementation strategy.

All implementation recommendations and other reports such as the above sample can be exported into multiple software formats, including Microsoft Excel, Microsoft Word, Microsoft Access and PDF formats. All other project related reports/documentation are provided in the client's in-use formats, e.g., Microsoft Word or Excel. These files are provided electronically and in hard copy.

*Please consider that MAG views this project as one that requires **extensive personal communications and interactions with City staff**. That personal attention is supplemented by the best techniques in the industry to ensure accuracy.*

Staff Responsibilities

MAG, in all of its studies, expects to produce all products in a turnkey fashion, performing all necessary technical and professional work. *Staff will be expected to assist MAG's team only in scheduling meetings, transferring data collected for the study, reviewing draft survey instruments, survey target lists, and reports, and providing input into philosophical issues pertaining to the development of a human resource classification and compensation system to meet your needs and preferences.*



MAG will request a database of current payroll information for positions to be included in the study. It is important that these data are supplied in the format required for use by MAG's analysts. This data will be necessary to determine costs to implement the newly developed pay plan(s). All records and databases are kept strictly confidential, and are returned to or maintained upon project completion.

Project Work Plan

MAG has developed a proposed work-plan and project timeline in order to accomplish the scope of services described above.

Some of the proposed project activities and tasks indicated below will occur simultaneously. The amount of time needed for survey respondents to provide data is the most demanding dimension. We will work together with the City to ensure a timely and excellent project.

Phase I: Project Initiation: Day 1- Day 25

Objective: To develop a project plan acceptable to all parties, gather pertinent project related data, finalize contractual negotiations, and establish a timeline for project activities and deliverables.

Activities:

- Execute Project Contract.
- Meet with our HR partners from the City and departmental staff to discuss the project's goals and objectives, and to coordinate activities.
- Gather required project data/information, such as current class descriptions, current pay plan, administration policies and procedures, and organization charts.
- Initiate the employee information data collection in required database/spreadsheet format in Excel.
- MAG provides detailed outlines of information needed and technical support in how and when the spreadsheet is to be provided.



- Establish a mutually agreed-upon project work plan, timelines, deliverables, and monitoring procedures that will lead to the successful accomplishment of all project objectives.

Deliverable(s):

- Finalized Project Work Plan.
- Project Contract.
- Successful communication of the design/completion of the employee information needed in MAG's Excel template spreadsheet.

***Phase II: Development of Compensation Survey Instrument:
Day 25 – Day 55***

Objective: To develop a salary/compensation survey instrument and administer survey instrument to gather compensation data from survey targets, establish a list of classification titles for inclusion in the survey, and define target respondent organizations/published surveys.

Activities:

- Work together with our HR/Project partners and top management to confirm the appropriate market and survey target employers for selected benchmark positions that offer comparable employment opportunities.
- Develop draft market salary survey instrument to gather compensation data.
- Review Draft Salary Survey and confirm with the Project Manager; revise as necessary and appropriate.
- Develop Final Salary Survey Instrument.
- Initiate survey via internet, telephone, published data, and e-mail for benchmarks. Survey can be conducted on-line, through a fillable form and from published information or pay schedules provided by survey targets.



Deliverable(s):

- Confirm Market Survey Targets and Benchmark Classifications.
- Survey Instrument.

***Phase III: Conduct Custom Market Survey:
Day 50 – Day 85***

Objective: To administer a salary/compensation survey instrument to survey targets in a variety of user-friendly formats.

Activities:

- We work closely with you to identify specific target agencies to be included in the custom survey. We work with you to define the market.
- Provide survey options for participation, including online input through MAG's web site, completion of Excel format survey, and/or provision of current compensation plan.
- Review/clean collected compensation data and compare to current data.
- Develop market compensation summary by classification.
- Review compensation structure and develop recommendations.

Deliverable(s):

- Survey data for benchmark classes.
- Recommendations on compensation design based on updating or redesigning the salary schedules to be market relevant.



Phase IV: Conduct Job Analysis and Classification Reviews of all Classes
Day 75 – Day 110

Objective: To conduct a review of included classifications for appropriate internal equity. These activities happen concurrently, following the successful completion of MAG's Excel spreadsheet of required employee information. Once the spreadsheet is successfully completed, MAG can initiate several project activities:

Please note that MAG has developed complete information packages that successfully allow this process to move forward without requiring employee gatherings and "face to face" meetings. The approach that will ultimately be selected will be dependent on City, State, CDC and other relevant public health guidelines to ensure the safety and security of all parties with the concurrence of our City HR Partners.

Activities:

- Distribute information on the ***Job Profile Questionnaires®*** (JPQ) and data gathering instrument. The JPQ is written in an understandable and easy-to-read format. Employees can list the job duties and responsibilities that they regularly perform and any recent changes in work routine.
- The questionnaire will capture job data for such factors as education levels, experience, decisions, guidelines, complexity, scope and effect, physical demands, and work environment.
- Monitor JPQ completion and provide updates on the status of employee questionnaire completion at key points.
- Review issues identified by administrators to identify comments concerning position levels, recruitment, retention and other directly relevant issues impacting a successful outcome for the City.
- Summarize the concerns for sharing with our City HR Partners.
- Conduct top level interviews to confirm and allow for elaboration on classification/compensation concerns. An interview schedule will be established by MAG staff for review, input and confirmation.
- Download and review completed JPQ's.
- Evaluate each job class according to key criteria.
- Make assignments and allocations for classes



Deliverable(s):

- Employee Guidelines for identifying participants in the JPQ process, which includes step by step instructions for completing the online Job Profile Questionnaires
- Questionnaire monitoring and updates on a twice weekly basis for our HR Partner.
- Key Senior Staff interviews using a selected on-line format
- Classification data capturing and review
- Recommended compensation structure(s) based on analysis of market data

***Phase V: Develop Recommendations to Classification Plan
Day 130***

Objective: To identify any needed changes to the City's Compensation/Pay Schedules(s)

Activities:

- Conduct analysis and evaluate the current classification plan(s) in terms of:
 1. supporting the overall goals and objectives;
 2. its ability to provide compensation comparability between and among various groups and classes of positions;
 3. its ability to provide a meaningful salary level that recognizes required credentials, certifications and experience;
 4. developing an initial set of recommended changes in the structure of the current classification system and schedules(s).
 5. Review recommended changes with the Project Manager and appropriate management staff and make appropriate revisions.
 6. Develop revised pay plan(s).
 7. Develop guidelines for maintaining the classification system.
 8. Provide for internal review.



Deliverable(s):

- Revised Grade Order List and Pay Plan(s) for the various departments.
- Reclassification recommendations (if applicable).

***Phase VI: Submit Draft Project Report and Initiate Internal Review Process
Day 145***

Objective: To develop a draft report based on previous study activities and tasks.

Activities:

- Integrate project data and deliverables from previous project tasks into a draft report for internal review.
- Provide draft project findings to management for technical review.

Deliverable(s):

- Draft Report.
- Initial Costing Projections



***Phase VII: Develop & Submit Final Project Report
Following Internal Review and Feedback***

Objective: To develop a final report of project results, findings and recommendations.

Activities:

- Finalize the implementation approach and do costing projection for the first year;
- If a multi-year implementation is selected, MAG can do modeling based on the then current employee information updated by the City – out year modeling (if a multi-year implementation is chosen) will always be a general estimate as there are many exogenous variables that cannot be predicted. In addition, if a multi-year option is selected, MAG will also export all of the employee information in our CM© database to an Excel format to support the City’s own modeling efforts.
- Revise draft report as necessary and appropriate based on technical review; develop and deliver final report.
- Provide project findings and provide all study documentation (TBD).

Deliverable(s):

- Final Report and Presentation
- All Study Documentation.



Structure and Content of Work Product

MAG's reports are structured according to the needs and interests of the specific client. Certain tables and compensation reports are more relevant to some agencies than others. The software is able to generate a variety of tables and presentations of data to reflect various findings and recommendations. Typically, one should expect a final report to include:

- Cover

- Cover Letter

- Table of Contents

- 1.0 Introduction and Methodology:

 - Background

 - Goals and Objectives

 - Overview of Methodology

 - Description of the Process

 - Description of Market Survey, Benchmarks, Targets

 - Description of any Salary Adjustment Recommendations

 - Description of Implementation Costs

 - Description of Internal Equity Adjustments

- 2.0 Compensation Philosophy

 - Reclassifications

 - Promotions

 - Transfers

 - Hiring

 - Allocation of Employees

 - Future Administration of the Plan

- 3.0 Salary Survey Results

 - Benchmark Position Results

 - Summary of Relationship to Market

- 4.0 Class Comparison List (shows historical and recommended pay ranges)

- 5.0 Proposed Pay Plan (shows all recommended grades/ranges/jobs)

- 6.0 Implementation Report and Costs (individuals, by Department)

SECTION 3

ORGANIZATIONAL QUALIFICATIONS



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**Russell Campbell, Ed. D.,
Chief Administrative Officer, MAG**



Dr. Campbell has more than 21 years of public sector experience in human resource management, organizational development, and strategic planning. Consequently, he has planned, organized, and directed studies in the areas of management auditing/operational reviews and analysis, service cost evaluations, survey analysis, quality of work life analysis, privatization, and cost allocation. Each of these studies dealt with summarizing major alternatives for decision makers as well as providing viable recommendations. Dr. Campbell's consulting experience encompasses state and local government evaluation, program management, efficiency analysis, survey analysis, and revenue enhancement. Dr. Campbell has an undergraduate degree from the University of South Carolina, a Master's degree in Public Administration from Troy State University, and a Doctorate in Education from the Liberty University.

Examples of projects in which Dr. Campbell has served as project lead or has had substantial project responsibilities include:

- Americus, GA
- Athens-Clarke County
- Bedford County Schools, VA
- Bell County, TX
- Calhoun County, SC
- Chapel Hill, NC
- Charles County Schools, MD
- Clarendon County, SC
- Clayton County, GA
- College Park, GA
- Deerfield Beach, FL
- Dekalb County, GA
- Delray Beach, FL
- Dinwiddie County, VA
- Dorchester School District 2, SC
- Durham County, NC
- Elizabeth City, NC
- Family Eldercare, Austin, TX
- Franklin, VA
- Frederick County, VA
- Galveston County, TX
- Greenwood County, SC
- Greer, SC
- Horry County
- Lancaster, SC
- Lexington School District 2, SC
- Louisville, KY
- Manatee County Sheriff's Office
- Marion County, SC
- MHMR of Tarrant County, TX
- New Carrollton, MD
- Oakland County, MI
- Orangeburg County, SC
- Palm Beach Gardens, FL
- Riviera Beach, FL
- Rockville, MD
- Savannah, GA
- South Fulton, GA
- Spartanburg, SC
- St Petersburg, FL
- Tampa, FL
- Virginia Beach, VA
- Washtenaw County
- Wichita Falls, TX
- Wellington, FL
- Wylie, TX
- York County, SC



Deirdre Kyle, Senior Consultant



Ms. Kyle served with the Jacksonville Transportation Authority as the Chief Operating Officer from 2003-2005. Ms. Kyle brings over 20 years of experience providing business management services to federal, state and local governments and the private sector; most of those years as a Partner level. Ms. Kyle has been associated with the senior leadership of MAG since 1998. Her career history includes working with state Departments of Transportation and local transit and transportation agencies. In addition, as a Partner with a national consulting firm, Ms. Kyle led consulting projects in business utilization, economic impact, development of public policy and strategic action plans. These engagements required a multi-discipline approach including data analyses, legal research, anecdotal analyses, and statistics.

Examples of projects in which Ms. Kyle has served as project lead or has had substantial project responsibilities include:

- **Beaufort County Schools, SC**
- **Bibb County Schools**
- **Calhoun County, SC**
- **Chapel Hill, NC**
- **Charlotte County, FL**
- **Dekalb County, GA**
- **Done Fairfax County**
- **Fairfax, VA**
- **Fayette County, KY**
- **Frederick County, VA**
- **Grand Traverse County, MI**
- **Henry County Schools, GA**
- **Horry County**
- **Isle of Wight County Schools**
- **Jefferson County Public Schools, KY**
- **Jefferson Parish, LA**
- **Kent County, DE**
- **Lancaster, SC**
- **Lexington, KY**
- **Loudoun County Schools**
- **Manassas Park City Schools**
- **Oldham County, KY**
- **Poquoson City Public Schools, VA**
- **Prince Georges County Schools**
- **Queens Anne's County, MD**
- **Richland County, SC**
- **Savannah, GA**
- **St Charles Parish, LA**
- **Virginia Beach, VA**
- **Washington County, PA**
- **Wichita Falls, TX**
- **Wicomico Schools, MD**



Steve Foster, Senior Consultant, MAG



Mr. Foster is a retired military veteran who brings years of detailed project management skills to public sector projects.

Extensive experience in market and benefits analysis as well as with on-site support. Mr. Foster has participated in on-site interviews and meeting with employees in focus group as well as orientation sessions. He has worked with scores of public sector clients in overall project management as well as handling logistical support for client management. He will conduct employee orientation sessions.

Examples of projects in which Mr. Foster has served as project lead or has had substantial project responsibilities include:

- Athens-Clarke County
- Bloomington, IN
- Brownsville, TX
- Calhoun County, SC
- Cecil County, MD
- Chapel Hill, NC
- Chevy Chase Village, MD
- Clayton County, GA
- College Park, GA
- Colleyville Fire, TX
- Colleyville, TX
- Collier County, FL
- Dawson County, GA
- Dekalb County, GA
- Dinwiddie County, VA
- Durham County, NC
- El Paso, TX
- Galveston County
- Greer, SC
- Hammond, LA
- Jacksonville, FL
- John's Creek, GA
- Jones County, GA
- Kent County, DE
- Lancaster, SC
- Lee County, FL
- Macon-bibb County, GA
- Naples, FL
- New Orleans
- North Charleston, SC
- North Miami Beach, FL
- Ocean City, MD
- Oakland County, MI
- Orangeburg County, SC
- Osceola County, FL
- Oviedo, FL
- Palm Beach Gardens, FL
- Pearland, TX
- Pharr, TX
- Port Freeport, TX
- Prince William County, VA
- Pueblo West, CO
- Queens Annes County, MD
- Richland County, SC
- Riviera Beach, FL
- Sanford, FL
- Savannah, GA
- Schertz, TX
- South Fulton, GA
- St Charles Parish, LA
- St Cloud, FL
- St Petersburg, FL
- Sugarland, TX
- Takoma Park, MD
- Tupelo Schools
- Washtenaw County
- Wellington, FL





Tatia Prieto, Ed.D., Prismatic Services

In partnership with MAG, Dr. Prieto has conducted scores of consulting studies across the country, focusing on the operational and support programs that make schools and districts successful. Dr. Prieto has over 20 years' experience consulting for school districts in 28 states and has served in senior positions for two nationally known consulting firms, directing many comprehensive school district performance reviews. Primary categories of consulting for Prismatic Services include: Comprehensive Management, Performance, Efficiency Reviews, Organizational Assessments, Human Resources Reviews, Operational and Equity Audits and Strategic Planning.

Examples of projects in which Dr. Prieto has served as project lead or has had substantial project responsibilities include:

- Anne Arundel County, MD
- Beloit School District, WI
- Bentonville, AK
- Boulder Valley, CO
- Calvert County, MD
- Charleston County, SC
- Chesapeake, VA
- Chesterfield County Public Schools, VA
- Clark County, NV
- Colorado Department of Education
- Dekalb County, GA
- Erie 1 Board of Cooperative Educational Services, NY
- Fairfield, CT
- Greenwich, CT
- Lancaster, SC
- Lake County School District, CO
- Martin County, FL
- Monroe, LA
- North Little Rock, AK
- Richland School District 1, SC
- San Francisco, CA
- Spokane Public, WA
- St. Louis Public, MO
- Tucson Unified School District, AZ
- Seattle, WA
- Spartanburg, SC





**Tracy O'Shields, Director of
Administrative Services,
MAG**

Ms. O'Shields brings over 25 years' experience in education and educational facility management, supported by her skills in business administration to our clients. She has significant experience in conducting market surveys for governmental agencies across the country and has a thorough understanding of MAG's Market Manager© software, integrating a comprehensive understanding of the public sector market and the work that is performed. Ms. O'Shields coordinates the work of MAG staff in market and benefits survey development, data collection and data analysis.

Examples of projects in which Ms. O'Shields has served as project lead or has had substantial project responsibilities include:

- Abbeville County, SC
- Albemarle-Charlottesville Regional Jail, VA
- Barnwell County, SC
- Blount County, TN
- Brownsville Public Utilities Board, TX
- Colleton County Schools, SC
- Carrboro, NC
- Dorchester School District 2, SC
- Dougherty County, GA
- Durham County, NC
- Edgewater, FL
- Fayetteville, GA
- Franklin, VA
- Frederick County, VA
- Grand Traverse, MI
- Greenville County Schools, SC
- Hays County, TX
- Integral Health Care, TX
- Knoxville, TN
- Nash County, NC
- Nelson County, VA
- Newberry County, SC
- Orange City, FL
- Peachtree City, GA
- Person County, NC
- Richardson ISD, TX
- Richland School District 2, SC
- Roanoke City Public Schools, VA
- Roanoke County Public Schools, VA
- Rockville, MD
- Sanford, FL
- Sanibel, FL
- Southfield, MI
- St. Tammany Parish, LA
- St. Tammany Parish Schools, LA
- Staunton, VA
- Sussex County, DE
- Walker County, TX

References

- **City of Americus, Georgia.** This is a 2019 MAG client for a classification and compensation study. There are approximately 175 employees and 72 class titles. This study has been completed and presented to the Board.

Contact: Dee Jones
Director of Human Resources
City of Americus
Office: (229) 924-4411 ext. 248
Fax: (229) 924-2012
djones@americusga.gov

- **Nash County, North Carolina.** Classification and Compensation Study currently in progress for Nash County. MAG conducted orientation sessions, a comprehensive market survey, and analysis and creation of new job descriptions. The County's employees have completed MAG's online Job Analysis Questionnaire. This project is at Final Draft stage.

Contact: Anison Kirkland
Human Resources Director
120 W. Washington St.
Nashville, NC 27856
anison.kirkland@nashcountync.gov
(252) 459-1645

- **Durham County, North Carolina.** MAG finalized in 2019 a Comprehensive Classification and Compensation Study for Durham County. MAG conducted orientation sessions, a comprehensive market survey, and 1,300 employees completed MAG's online Job Analysis Questionnaire. Implementation scenarios were provided and one was adopted for Public Safety and another for other positions. MAG has just been selected for another study in 2022. The current study is 20% complete. Employee sessions are planned for September.

Contact: Kathy R. Everett-Perry, Esquire, Chief HR Officer/Director
keverettperry@dconc.gov
200 East Main Street , 3rd Floor
Durham, North Carolina 27701
Office (919) 560-7910



- **Carrboro, North Carolina.** MAG finalized a Compensation Study for the Town of Chapel Hill in 2021. Orientation sessions were conducted, job and market analysis, and salary and benefits surveys were completed. Implementation scenarios were provided including fire and police.

Contact: Julie Eckenrode
Director of Human Resources
301 W. Main Street
Carrboro, NC 27510
jeckenrode@townofcarrboro.org
(919) 918-7308

- **City of Savannah, Georgia.** MAG finalized a Comprehensive Classification and Compensation Study for the City of Savannah. There are 1000 employees. Implementation scenarios were provided including police and fire.

Contact: Jeffery Grant
Human Resources Director
O: 912-651-6484
132 E Broughton St., 5th Floor
Savannah, GA 31402
jgrant01@SavannahGA.gov

- **Harford County, Maryland.** MAG conducted a Comprehensive Classification and Compensation Study for the Sheriff's Office, in 2016/17. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented. Ongoing assistance on an ad hoc basis was provided. A 2022 study has been awarded.

Contact: Tracey Martinelli
HR Director
Harford County Sheriff's Office
martinellit@harfordsheriff.org
410-836-5485



- **Galveston County, Texas.** MAG completed a Comprehensive Classification and Compensation Study. MAG conducted orientation sessions, a comprehensive market survey, and several thousand employees completed MAG's online Job Analysis Questionnaire. A report was issued and presented in 2019.

Contact: **Katherine Branch, IPMA-CP**
Assistant Human Resources Director
County of Galveston
722 Moody-3rd Floor
Galveston, Texas 77550
409-770-5352 (Direct)
409-770-5418 (Main)

- **Clayton County, Georgia.** MAG completed a Comprehensive Classification and Compensation Study for this County's 2,594 employees. MAG conducted orientation sessions, initiated a market survey, and nearly all employees completed MAG's online Job Analysis Questionnaire. A final report and presentation was provided, and installation and training on CM software was completed.

Contact: Pamela Ambles
HR Director
Clayton County, GA
770-477-3240
Pamela.ambles@claytoncountyga.gov

- **City of South Fulton, Georgia.** This is a 2019 MAG client for a classification and compensation study. There are approximately 500 employees. The project was finalized in July 2019.

Contact: Anquilla Henderson, MSA, IPMA-SCP, Registered Mediator
Director, Human Resources
City of South Fulton Georgia
Department of Human Resources
5440 Fulton Industrial Blvd, S.W. | Atlanta, GA 30336
470.809.7717
Anquilla.Henderson@Cityofsouthfultonga.gov



Section 2: Qualifications, Experience and Comparable Contracts

MAG's partners have successfully managed more than 550 client engagements in 40 states, including agencies with over 27,000 employees. The proposed project team in MAG's human resources practice has worked together for 20 years and has provided human resources services nationwide, as a team, for such varied government agencies as (nearly every one of these successful projects were similar to the services and scope of work being requested).

- **DeKalb County School District, Georgia.** MAG was requested (November 2017) to perform a classification and compensation study. We are at final stage review at this time. In a previous 2012 MAG project, all departments were reviewed for overall efficiency and effectiveness. A new proposed organizational structure was developed. Particularly, the Human Resources function received special consulting review and was reorganized for increased efficiency and effectiveness in support of human resources objectives. There are over 10,000 (5,700 non-instructional) employees.
- **Athens-Clarke County, Georgia.** MAG conducted a Comprehensive Classification and Compensation Study for this consolidated government's 1,839 employees. MAG conducted orientation sessions, conducted a market survey, and nearly all employees completed MAG's online Job Analysis Questionnaire. Jobs were evaluated and implementation options prepared. A Board presentation was also given in an update. Fully implemented.
- **Clayton County, Georgia.** MAG is currently conducting a Comprehensive Classification and Compensation Study for the County's 2,594 employees. MAG conducted orientation sessions, initiated a market survey, and nearly all employees completed MAG's online Job Analysis Questionnaire. A final report and final employee data update was provided for import into MAG's CM software to produce a final report in 2019. Fully implemented.
- **City of Atlanta, Georgia.** MAG conducted a Comprehensive Classification and Compensation Study for the Atlanta Public Schools. The study included analyzing individual jobs to develop an internal ranking and classification of several thousand employees, surveying the labor market to develop competitive salary ranges for each position, as well as doing a labor market review to assist in designing a market competitive structure for the Schools' instructional staff. The Board approved the study and a \$10 million implementation plan.



- **Polk County, Texas.** MAG completed a Classification and Compensation Study for Polk County, Texas. The project was completed in a few months and was implemented in September 2018. Fully implemented.
- **City of Americus, Georgia.** This is a 2018 MAG client for a classification and compensation study. There are approximately 175 employees and 72 class titles. The final report, tables, and implementation approach was finalized.
- **City of Savannah, Georgia.** MAG finalized in 2019 a Comprehensive Classification and Compensation Study for the City of Savannah. There are 1000 employees. Implementation scenarios were provided including police and fire. Fully implemented.
- **City of South Fulton, Georgia.** This is a 2019 MAG client for a classification and compensation study. There are approximately 500 employees. The project was finalized in July 2019. Fully implemented.
- **City of Rock Hill, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for the City of Rock Hill. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **City of North Charleston, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for the City of North Charleston. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **Charleston County, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for Charleston County. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **City of Columbia, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for the City of Columbia. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **Beaufort County Schools, South Carolina.** MAG conducted a Comprehensive Classification and Compensation Study for Beaufort County. MAG conducted orientation sessions, a market survey, and over one thousand employees completed MAG's online Job Analysis Questionnaire. The study was implemented in 2015.



- **Richland County School District One, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for Richland County School District One. MAG conducted orientation sessions, a market survey, and 2,000 employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented. Fully implemented.
- **Orangeburg County, South Carolina.** MAG is completing a Comprehensive Classification and Compensation Study for Orangeburg County. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. Fully implemented.
- **Spartanburg County School District 7, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for the school district. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **Richland County School District One, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for Richland County School District One. The study was fully implemented in 2016 and 2017.
- **Spartanburg County School District 7, South Carolina.** MAG completed a Comprehensive Classification and Compensation Study for the school district. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **Durham County, North Carolina.** A comprehensive Classification and Compensation Study was done for Durham County in 2019. Orientation sessions were conducted with all employees, interviews held with representatives from every job class, as well as a market survey, and all employees participated in a job questionnaire process to facilitate a streamlined classification of positions. Class specifications were provided as well. Ongoing support is provided through a maintenance agreement. Fully implemented. MAG was selected also in 2022.
- **Town of Chapel Hill, North Carolina.** A comprehensive Classification and Compensation Study was done for the Town of Chapel Hill. The study was finalized with implementation options being reviewed in 2020. Fully implemented.
- **Cherokee County, North Carolina.** A comprehensive Classification and Compensation Study was done for Cherokee County. Orientation sessions were conducted with all employees, interviews held with representatives from every job class, as well as a market survey, and all employees participated in a job questionnaire process to facilitate a streamlined classification of positions.



- **Davidson County, North Carolina.** MAG project staff conducted a Comprehensive Classification and Compensation Study for Davidson County. Orientation sessions were conducted with all employees, interviews held with representatives from every job class, as well as a market survey, and all employees participated in a job questionnaire process to facilitate a streamlined classification of positions. Class specifications were provided as well. Fully implemented.
- **Onslow County, North Carolina.** This project was a management and operational evaluation of all organizational functions within Onslow County, resulting in numerous organizational and service delivery changes as well as recommendations resulting in substantial cost savings. Fully implemented.
- **Chatham County, North Carolina.** MAG completed a Comprehensive Classification and Compensation Study for Chatham County. Orientation sessions were conducted with all employees, interviews held with representatives from every job class, as well as a market survey, and all employees participated in a job questionnaire process to facilitate a streamlined classification of positions. Class specifications were provided as well. Fully implemented.
- **Haywood County, North Carolina.** A comprehensive Classification and Compensation Study was done for Haywood County. Orientation sessions were conducted with all employees, interviews held with representatives from every job class, as well as a market survey, and all employees participated in a job questionnaire process to facilitate a streamlined classification of positions. Class specifications were provided as well. Fully implemented.
- **Burke County, North Carolina.** This project was a management and operational evaluation of EMS services within Burke County, resulting in numerous organizational and service delivery changes.
- **City of Hampton, Virginia.** MAG conducted a Comprehensive Classification and Compensation Study for this substantial municipality. The study was completed in December 2015 and is being implemented in 2016. Fully implemented.
- **Dinwiddie County, Virginia.** A comprehensive Classification and Compensation Study was done for Dinwiddie County. Orientation sessions were conducted with all employees, interviews held with representatives from every job class, as well as a market survey, and all employees participated in a job questionnaire process. A new pay plan was implemented in 2019. Fully implemented.
- **City of Chesapeake, Virginia.** A comprehensive Classification and Compensation Study was done for the City. This included studying 420 different class titles, updating job descriptions, conducting a salary and benefits survey and addressing pay compression, and providing a compensation software product. There were



over 50 meetings with employees (3,200 full time employees and 500 part time employees). Fully implemented.

- **City of Richmond, Virginia.** A comprehensive Classification and Compensation Study was done for the City of Richmond. Various implementation options were considered prior to implementation.
- **Brunswick County, Virginia.** A comprehensive Classification and Compensation Study was done for Brunswick County. Orientation sessions were conducted with all employees, a market survey was completed, and all employees participated in a job questionnaire process. A new pay plan was implemented.
- **Montgomery County, Virginia.** A comprehensive Classification and Compensation Study was done for Montgomery County. Orientation sessions were conducted with all employees, a market survey was completed, and all employees participated in a job questionnaire process. A new pay plan was implemented.
- **Norfolk Public Schools, Virginia.** A comprehensive Classification and Compensation Study was done for Norfolk Public Schools in 2022. Orientation sessions were conducted with all employees, a market survey was completed, and all employees participated in a job questionnaire process. A new pay plan was implemented.
- **Virginia Beach City Public Schools, Virginia.** MAG conducted a Comprehensive Personnel Study for Virginia Beach Schools. The study included analyzing individual jobs to develop an internal ranking and classification of over 10,000 employees, surveying the labor market to develop competitive salary ranges for each position, as well as doing a labor market review to assist in designing a competitive structure. This was a six-month project. A January 2015 project was completed on staffing and organization.
- **Jacksonville/Duval County, Florida.** MAG completed a 2017 Comprehensive Classification and Compensation Study for this major municipal government, following a MAG 2009 study of top level management positions. Several thousand employees completed MAG's online Job Analysis Questionnaire. There were 3,000 positions in the scope of the study. Several implementation scenarios were evaluated and considered. Fully implemented.
- **Lee County, Florida.** MAG just completed a Compensation Study for Lee County, Florida. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was approved, and it was implemented. There were 2,300 positions. Fully implemented.



- **Broward County, Florida.** MAG completed a Comprehensive Classification and Compensation Study for the County's 5,000 plus employees. MAG conducted orientation sessions, a comprehensive market survey, and several thousand employees completed MAG's online Job Analysis Questionnaire. A four-hour meeting with the County Administrator to confirm results was done to discuss findings. The Board recently approved the study and a \$10 million implementation.
- **Jefferson Parish Schools, Louisiana.** This is a MAG project, in which all departments were reviewed for overall efficiency and effectiveness. A new proposed organizational structure was developed and used as a model by the incoming manager, hired from the University of New Orleans during the project. This agency was experiencing budgetary challenges due to changing demographics. Reductions in staffing levels were recommended. This organization has over 8,000 employees. Fully implemented.
- **Lexington Fayette Urban Consolidated Government, Kentucky.** MAG completed a Comprehensive Classification and Compensation Study for the consolidated government of Lexington. MAG conducted orientation sessions, a comprehensive market survey, and 2,300 employees completed MAG's online Job Analysis Questionnaire. The study was approved and is being implemented. Follow up training in description writing was completed. Additional classification determinations were completed in 2015. Fully implemented.
- **Department of Juvenile Justice, North Carolina.** This project was a management and operational evaluation of all organizational functions and every site location within the Department of Juvenile Justice, resulting in numerous organizational and service delivery changes. The resulting recommendations brought about any number of changes in the service delivery system. Fully implemented.
- **City of Lakeland, Florida.** MAG completed a Comprehensive Classification and Compensation Study for this 1,200-employee municipality, that included utilities (electric, water, wastewater). MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **Water and Sewer Board of New Orleans, LA.** MAG recently completed a Comprehensive Classification and Compensation Study for this utility organization. Hundreds of employees completed Job Analysis Questionnaires. A comprehensive salary survey was conducted. A complete final report was provided in November 2017.



- **Brownsville Public Utilities Board, Texas.** MAG completed a Comprehensive Classification and Compensation Study for the Brownsville Utilities Board. MAG conducted orientation sessions, a comprehensive market survey, and several hundred employees completed MAG's online Job Analysis Questionnaire. A report was issued and was presented in August 2015 for implementation by staff.
- **Cameron County, Texas.** MAG finalized a Classification and Compensation Study for the Cameron County. MAG has conducted orientation sessions, a comprehensive market survey, and over 1,000 employees completed MAG's online Job Analysis Questionnaire. Fully implemented.
- **Charlotte County Sheriff's Office, Florida.** MAG conducted a Comprehensive Classification and Compensation Study for the Sheriff's Office. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented. An additional comprehensive study is being initiated in December 2020.
- **Memphis City Schools, Tennessee.** MAG assisted in a review of the organizational structure and opportunities for cost savings/reduction for this 16,000-employee organization. The City worked with MAG on a series of follow-up projects that spanned four additional years. MAG provided HR and organizational consulting assistance from 2006 to 2011. Fully implemented.
- **El Paso (City and Emergency Health Network) Texas.** MAG completed a Classification and Compensation Study for the City of El Paso (4,700 employees, at draft stage now) and the Emergency Health Network (600 plus employees). MAG conducted orientation sessions, a comprehensive market survey, and thousands of employees completed MAG's online Job Analysis Questionnaire. The study was approved by Council in 2019.
- **City of Philadelphia.** The City completed a lengthy review process and checking of references. The focus in this project was on executive positions, ensuring their accurate and appropriate classification and placement within the pay structure. Recommendations were also developed to establish appropriate staffing levels.
- **City of Deltona, Florida.** MAG conducted a Comprehensive Classification and Compensation Study for the City of Deltona. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire. The study was fully implemented.
- **Queen Anne's County, Maryland.** MAG very recently completed a Comprehensive Classification and Compensation Study for this county government. Hundreds of



employees completed Job Analysis Questionnaires. A comprehensive salary survey was conducted. A complete final report was provided in 2016. Fully implemented.

- **Frederick, Maryland.** MAG conducted a Comprehensive Classification and Compensation Study for the City of Frederick. MAG conducted orientation sessions, a market survey, and employees completed MAG's online Job Analysis Questionnaire. The study was implemented in 2015.
- **City of Brownsville, Texas.** MAG completed a Comprehensive Classification and Compensation Study for the City of Brownsville. MAG has conducted orientation sessions, a comprehensive market survey, and 1,000 employees completed MAG's online Job Analysis Questionnaire. A report was issued was presented to Council in 2015 for implementation by staff. Class specifications have been finalized in addition to training in MAG's Classification Manager software. Fully implemented.
- **Houston Independent School District.** MAG conducted a Comprehensive Classification and Compensation study for the nation's 7th largest school district. The study included analyzing individual jobs to develop an internal ranking and classification of over 10,000 employees, surveying the labor market to develop competitive salary ranges for each position, including a teacher's scale with supplements and stipends.



SECTION 5

FINANCIAL INFORMATION FORMS



MANAGEMENT ADVISORY GROUP, INC.
STATEMENT OF ACTIVITIES (year ending December 31, 2021)

CONTRACT REVENUE	\$ 2,036,352
PROJECT EXPENSES	
Office Expense	\$ 150,686
Representation	\$ 5,277
Salaries & Wages	\$ 1,030,637
Subsistence	\$ 103,740
Supplies & Equipment	\$ 73,445
Communications	\$ 39,461
Transportation	\$ 138,425
Rent	\$ 50,071
Total Project Expenses	<u>\$ 1,591,743</u>
GROSS MARGIN	\$ 444,608
ADMINISTRATIVE EXPENSES	
Accounting	\$ 41,909
Advertising	\$ 28,945
Depreciation	\$ 54,799
Employees' Fringe Benefits	\$ 173,054
Insurance	\$ 76,172
Legal	\$ 45,751
Office Expense	\$ 92,773
Rent, Net	\$ 121,008
Repairs & Maintenance	\$ 18,071
Representation	\$ 4,762
Salaries & Wages	\$ 727,308
Subcontractors	\$ 92,810
Subscriptions & Memberships	\$ 8,419
Subsistence	\$ 18,296
Supplies & Equipment	\$ 83,462
Communications	\$ 53,344
Transportation	\$ 55,811
Total Administrative Expenses	<u>\$ 1,696,695</u>
OTHER INCOME (EXPENSES)	
Interest & Dividends	\$ 74,653
Gain on Investments	\$ 83,211
Loss on Disposal of Property & Equipment	\$ (10,495)
Interest Expense	\$ (31,945)
Other Income, Net	<u>\$ 115,424</u>
INCREASE IN NET ASSETS	\$ 230,825
NET ASSETS	
Beginning of Year	\$ 2,223,678
End of Year	\$ 2,454,503

Confidential and Not Subject to Disclosure

SECTION 6
APPENDICES AND REQUIRED FORMS





City of South Fulton, Georgia
5440 Fulton Industrial Blvd., South Fulton, GA 30336
Phone: 470-809-7700
[Website: Finance & Administrative Services | South Fulton, GA](http://www.cityofsouthfultonga.gov)
cityofsouthfultonga.gov

Karen Slaton-Dixon

Karen Slaton-Dixon, Director

REQUEST FOR PROPOSALS
RFP # 23-10
CLASSIFICATION AND COMPENSATION STUDY
FOR THE CITY OF SOUTH FULTON

SCHEDULE OF EVENTS	DATE
Proposal Release Date:	February 21, 2023
Non-Mandatory Pre-Proposal Conference: A Non-Mandatory Pre-Proposal Conference will be held virtually by our staff and responsible person(s). To attend the Pre-Proposal Conference, please refer to Information and Instructions to Proponents, Item # 10 for details.	February 28, 2023 10:00 A.M.
Deadline for questions: Questions must be submitted online at: https://www.bidnetdirect.com/georgia/cityofsouthfulton	March 7, 2023 3:00 P.M.
Answers will be posted by addendum at: https://www.bidnetdirect.com/georgia/cityofsouthfulton	March 14, 2023
All responses to this RFP must be submitted online at: https://www.bidnetdirect.com/georgia/cityofsouthfulton . Vendors are required to submit responses to solicitations electronically. If you need any assistance registering or using the platform, please call Bidnet Direct's Support Team at 800-835-4603 ext. 2 for assistance. To attend the Proposal Opening, please refer to Information and Instructions to Proponents, Item # 9 for details.	March 23, 2023 3:00 P.M.
Oral Presentations and Interviews, if required	April 10 – 14, 2023

THIS PROPOSAL SOLICITATION FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL		
COMPANY NAME: <i>Management Advisory Group</i>		DATE: <i>3/23/23</i>
MAILING ADDRESS: <i>12730 Fair Lakes Circle Suite 600</i>		PHONE: <i>703-590-7250</i>
CITY: <i>Fairfax</i>		FAX:
STATE: <i>VA</i>	ZIP: <i>22033</i>	SSN OR FEDERAL TAX ID#: <i>88-0495510</i>
EMAIL: <i>magfinance@maginc.org</i>		TITLE OF AUTHORIZED REPRESENTATIVE: <i>Vice President</i>
PRINTED NAME: <i>Russell H. Campbell</i>		AUTHORIZED SIGNATURE: <i>[Signature]</i>

F6.4 BUSINESS ENTITY CERTIFICATE

(a) CORPORATE CERTIFICATE

I, Russell H. Campbell, certify that I am the
Vice President of the Corporation named as Proponent herein, same
(title)

being organized and incorporated to do business under the laws of the State of
Florida; that Russell H. Campbell who executed this
Proposal on behalf of the Proponent was, then and there,
VP and CAO
(title)

that said Proposal was duly signed by said officer for and on behalf of said corporation,
pursuant to the authority of its governing body and within the scope of its corporate
powers.

This 23rd day of March, 2023.

Russell H. Campbell
(Printed Name)

Russell H. Campbell
(Signature)

N/A

(Corporate Seal must be affixed above)

(b) PARTNERSHIP, LLC AND OTHER ENTITIES

I, _____, certify that I am authorized to sign
to commit _____ named a Proponent in the foregoing
Proposal. That said company is formed under the laws of the State of
_____.

This ____ day of _____, 20____.

(Printed Name)

(Signature)

F6.10 REFERENCE AND RELEASE FORM

List at least four (4) references for the Prime proponent and each proposed subcontractor using a separate Reference and Release Form for each. Provide the information requested in the form below for the contact person who will verify the Proponent's experience and ability to perform the type of services listed in the RFP.

Company Name <i>Americus, GA</i>	Contract Period (Including Completion Date) <i>March - August 2018 - 2019</i>		
Contact Person Name and Title <i>Dee Jones, HR Director</i>	Telephone Number (include area code) <i>229-924-4411 x248</i>		
Complete Primary Address <i>101 West Lamar St Americus, GA 31709</i>	City	State	Zip Code
Email Address <i>djones@americusga.gov</i>			
Project Name <i>Classification and Compensation Study</i>			

Company Name <i>Savannah, GA</i>	Contract Period (Including Completion Date) <i>2018-219</i>		
Contact Person Name and Title <i>Jeffery Grant, HR Director</i>	Telephone Number (include area code) <i>912-651-6484</i>		
Complete Primary Address <i>132 E Broughton St, 5th fl.</i>	City <i>Savannah</i>	State <i>GA</i>	Zip Code <i>31402</i>
Email Address <i>jgrant01@savannahga.gov</i>			
Project Name <i>Classification and Compensation Study</i>			

Company Name <i>Clayton County, GA</i>	Contract Period (Including Completion Date) <i>2018-2019</i>		
Contact Person Name and Title <i>Pamela Ambles, HR Director</i>	Telephone Number (include area code) <i>770-477-3240</i>		
Complete Primary Address <i>112 Smith St</i>	City <i>Jonesboro</i>	State <i>GA</i>	Zip Code <i>30236</i>
Email Address <i>pamela.ambles@claytoncountyga.gov</i>			
Project Name <i>Classification & Compensation Study</i>			

Company Name <i>Nash County NC</i>		Contract Period (Including Completion Date) <i>2022-2023</i>	
Contact Person Name and Title <i>Anison Kirkland, HR Director</i>		Telephone Number (include area code) <i>252-459-1645</i>	
Complete Primary Address <i>120 W. Washington St.</i>	City <i>Nashville</i>	State <i>NC</i>	Zip Code <i>27856</i>
Email Address <i>anison.kirkland@nashcountync.gov</i>			
Project Name <i>Classification + Compensation Study</i>			

REFERENCE CHECK RELEASE STATEMENT

You are authorized to contact the references provided above for purposes of the RFP.

Signed *Russell H Campbell* Title *CAO*
(Authorized Signature)

Company Name *MAG Intl. Inc.* ☒ Proponent ☐ Subcontractor

Date *3-23-23*

F6.11 ACKNOWLEDGEMENT OF INSURANCE REQUIREMENTS

I Russell H Campbell, as an authorized agent of MAG Intl. Inc., shall comply completely and promptly with all insurance requirements contained in the City's Request for Proposal # RFP # 23-10 Classification and Compensation Study for the City of South Fulton pertaining to insurance and/or bonding.

Proponent understands that it is required to share the City's insurance and/or bonding requirements with the appropriate surety company(s) and/or insurance brokers, agents, underwriters, etc. prior to any award of a Contract and to take all necessary steps to ensure compliance with the applicable bonding, insurance and endorsement requirements without delay. **Proponent understands, acknowledges and agrees that its failure to fully comply with these requirements within five (5) days and no more than ten (10) days of the date proponent receives a final Contract from the City, may result in the forfeiture of the bid guarantee submitted with its proposal and/or the disqualification of Proponent from further consideration for the Contract.**

By executing this Acknowledgement of Insurance Requirements, I represent that I am authorized to make the representations contained herein on behalf of MAG Intl. Inc. Further by signing below, I represent that MAG Intl. Inc. understands and agrees to unconditionally comply with all requirements related to bonding and insurance contained in the City's Contract attached hereto as Appendix A.

Date: 3 - 23, 2023

Corporate Proponent

Russell H Campbell
Signature

Name: Russell H. Campbell

Title: CAO

Non-Corporate Proponent

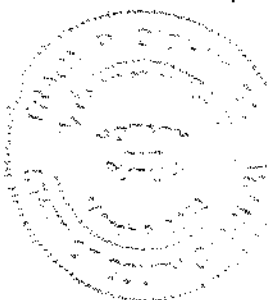
Signature

Name: _____

Title: _____

Notary Public (Seal)

My Commission Expires: March 9, 2032



Notary Public (Seal)

My Commission Expires: _____

F6.13 CERTIFICATION OF ABSENCE OF CONFLICT OF INTEREST FOR DEVELOPMENT OF SPECIFICATIONS OF SCOPE OF WORK

Certification of Absence of Conflict of Interest
For Development of Specifications or Scope of Work

*Required for each Contract or arrangement to prepare or develop specifications or
requirements
(O.C.G.A. § 36-80-28)*

The undersigned Proponent, who is entering into a Contract or arrangement with (City of South Fulton, Georgia) to prepare or develop specifications or requirements for an invitation for bids, request for proposals, purchase order, or any other type of solicitation for said (City of South Fulton, Georgia) certifies that:

1. The Proponent shall avoid any appearance of impropriety and shall follow all policies and procedures of (City of South Fulton, Georgia) as may be related to the project.
2. The Proponent discloses below any material transaction or relationship currently known to the Proponent that reasonably could be expected to give rise to a conflict of interest, including, but not limited to, that of the Proponent, or the Proponent's employees, agents or subsidiaries (Include past, present, or known prospective engagements, involvement in litigation or other dispute, client relationships, or other business or financial interest):

N/A

3. The Proponent shall immediately disclose any material transaction or relationship subsequently discovered during the pendency of the Contract or arrangement.
4. The Proponent acknowledges that any violation or threatened violation of the agreement may cause irreparable injury to the (City of South Fulton, Georgia) entitling (City of South Fulton, Georgia) to seek injunctive relief in addition to all other legal remedies.

Russell H. Campbell

Signature of Proponent's Authorized Official

Russell H. Campbell CAO

Printed Name & Title of Authorized Official

3-23-23

Date

F6.14 CERTIFICATION OF DISQUALIFICATION OR REMOVAL

The undersigned Bidder/Proponent declares that the applying organization has not been debarred, disqualified, removed, or otherwise prevented from bidding on or completing a federal, state, or local government project because of violations of law or safety regulation.

I, Russell H. Campbell, authorized agent of MAG
(Name of Organization)

Hereby certify, under penalty of perjury under the laws of the State of Georgia, that the organization has not been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of violations of law or a safety regulation.

Bidder/Proponent Information:

Management Advisory Group
(Company)

Russell H. Campbell
(Signature)

12730 Fair Lakes Circle Suite 600
(Address)

Russell H. Campbell
(Printed Name)

Fairfax VA 22033
(City, State, Zip)

CAO
(Title)

Sworn to and subscribed before me this 23rd day of March
2023

Theresa P. Olari
Notary Public in and for the State of SC
(Seal)



F6.3 NON-COLLUSION AFFIDAVIT

I, Russell H Campbell of the City of _____, in the County of _____, and the State of _____, of full age, being duly sworn according to law on my oath depose and say that: I am Senior Vice President of the firm of Management Advisory Group.

The Proponent making the Proposal for the above named Contract, and that I executed the said Proposal with full authority so to do; that said Proponent has not, directly or indirectly, entered into any agreement, participate in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named Contract; and that all statements contained in said Proposal and in this affidavit are true and correct, and made with full knowledge that the City of South Fulton relied upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the Contract for the said Proposal.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such Contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by:

Russell H. Campbell
(Name of Proponent)

Russell H Campbell
(Signature of Proponent)

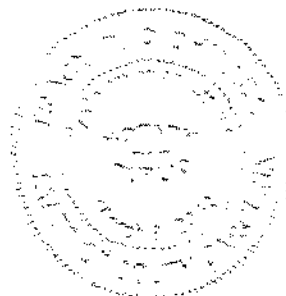
Subscribed and sworn to before me

This 23 day of March, 2023.

David P. O'Brien
(Signature of Notary Public)

Notary Public of South Carolina

My Commission expires March 9, 2032



F6.6 ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT

Contractor Affidavit under O.C.G.A. § 13-10-91(b) (1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance for services on behalf of City of South Fulton (name of public employer), has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the Contract period and the undersigned contractor will Contract for the physical performance of services in satisfaction of such Contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

784444
Federal Work Authorization User Identification Number

May 22, 2014
Date of Authorization

Management Advisory Group
Name of Contractor

RFP # 23-10 Classification and Compensation Study for the City of South Fulton
Name of Project

City of South Fulton, Georgia
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on 3-23, 2023 in Sp. Tanbury (City), SC (State).

Russell H. Campbell
Signature of Authorized Officer or Agent

Russell H. Campbell
Printed Name and Title of Authorized Officer or Agent

Subscribed and sworn before me on this the 23rd day of March, 2023

Tony P. O'Brien
Notary Public

My Commission Expires: March 9, 2032



F6.9 ACKNOWLEDGEMENT OF PROPONENT

STATE OF GEORGIA
COUNTY OF FULTON

Before me, the undersigned authority a Notary Public in and for the State of South Carolina, on this 23rd day personally appeared Russell H Campbell who, after having first been duly sworn, upon oath did depose and say: that the forgoing proposal submitted by MAG hereafter called "Proponent" is duly authorized agent of said company and that the person signing said proposal has been duly authorized to execute the same. Proponent affirms that it is duly authorized to execute this Proposal; that this company, corporation, firm, partnership or individual has not prepared its proposal in collusion with any other Proponent, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

The undersigned certifies that the proposed costs contained in this proposal have been carefully checked and are submitted as correct and final and if proposal is accepted, agrees to furnish the articles and/or services listed and offered in this document at the prices and terms stated, subject to the conditions and specifications of this Request for Proposal.

Proponent Information:

Management Advisory Group
(Company)

Russell H Campbell
(Signature)

12730 Fair Lakes Circle Suite 600
(Address) Fairfax VA 22033

Russell H. Campbell
(Printed Name)

(City, State, Zip)

CAO
(Title)

Sworn to and subscribed before me this 23rd day of March 2023

Walter P. Orr
Notary Public in and for the State of SC

(Seal)

(FAILURE TO SIGN THIS SECTION SHALL DISQUALIFY PROPONENT'S RESPONSE)

F6.2 NON-CONFLICT OF INTEREST

By submitting a proposal in response to this solicitation, Proponent represents that in the preparation and submission of its proposal, said Proponent did not either directly or indirectly, enter into any combination or arrangement with any person, Proponent, Corporation or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1 or Section 59.1-9.1 through 59.1-9.17 or Sections 59.1 – 68.6 through 59.68.8). Collusion and fraud in bid or proposal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

Proponent certifies that to the best of its knowledge, no circumstances exist which shall cause a conflict of interest in performing services for the City of South Fulton, and that no company or person other than bona fide employees working solely for our firm has been employed or retained to solicit or secure an agreement resulting from this Request for Proposals.

Signature: Russell H. Campbell
Type Name: Russell H. Campbell
Title: Vice President
Firm: Management Advisory Group

F6.12 EXCEPTIONS FORM

If there are, any exception(s) or clarification(s) taken to the RFP use this form to list description and page number to which you are taking an exception. ANY exception(s) to the RFP shall be explained in full. No exceptions shall be taken to the City's insurance or indemnification provisions. City of South Fulton will determine the Proponent's compliance with the Proposal requirements based on the information submitted and its exceptions to the RFP. Attach additional pages if more space is needed.

[illegible]

APPENDIX C

REQUIRED CONTENT OF PROPOSAL

This appendix will identify what information should be submitted within your proposal in response to this RFP and the order in which it should appear. More information regarding your process to follow when submitting your proposal is described within the RFP (Information and Instructions to Proponents).

Proponent should indicate the required documents are included within the proposal and the location of those documents by placing the word "Yes" by each requirement and specifying the page or reference number where that document is located. Failure to place "yes" by each requirement may cause the Department to reject the proposal.

The checklist is provided for the convenience of the Proponent, but it is the Proponent's responsibility to review the entire RFP and ensure a response is made to all requirements. Unless otherwise indicated, Proponents must meet all of the following requirements to be considered for evaluation under this RFP.

Yes/No	Page/Ref. No.	
Yes	Executive summary	1. <u>Executive Summary</u> The proposal should contain a cover letter and introduction including: the company name, address, and the name, telephone number and email address of the person or persons authorized to represent the company regarding all matters related to the proposal.
Yes	Acknowledgment of Proponent Form	2. <u>Proposal Form</u> The proposal must contain a signed proposal solicitation page (First Page of Document).
Yes	Methodology section	3. <u>Agreement to Project Requirements</u> The Proponent must indicate its agreement to all of the requirements for this project with the signing of the Contract and submittal of your technical proposal.
Yes	Sample M&A Agreement submitted - Indemnification noted	4. <u>Contract Exceptions</u> The Contract that the City intends to use is identified as Attachment C. Any exceptions to the Contract must be identified on Form 6.12 Exceptions Form.

Yes	Methodology	5. Summary of Understanding the Scope of Services The Proponent should indicate their understanding of the requested services and describe how it proposes to provide those services to the City as listed under section 5.2, Item 5.2.2.
Yes	Section 1.0	6. Company Background The Proponent must include the following information:
Yes	1.0	a. A description of your firm's background and history as requested in section 5.2, Item 5.2.1.1.
Yes	4.0	b. A list of all corporate offices and indicate which office will service this account.
Yes	4.0	c. A broad overview of your firm, including any parent affiliated or subsidiary company, and any business partners. Provide an organization chart of your firm and describe the relationship between each component of your firm.
No	n/a	d. Disclose in detail anything that may create a conflict or appearance of a conflict of interest.
No	n/a	e. Disclose whether, within the last five (5) years, your organization or an officer or principal has been involved in any business litigation or other legal proceedings. If so, please provide an explanation and indicate the current status or disposition.
Yes	6.0 Forms Appendices	f. Include the signed and notarized Form 6.11, Acknowledgement of Insurance Requirements under Appendix B, Required Form Submittals. Proponent will have no more than ten (10) days to obtain ALL required insurance and submit to the Finance Division, Contracts & Procurement upon an award to your firm.
Yes	3.0	g. Resumes for each employee that will be assigned to this Contract.
Yes	4.0	h. A list of current clients as requested in section 5.2, Item 5.2.3.3.

Yes	1.0	i. A description of your firm's/consultant's experience with other government organizations as requested in section 5.2, Item 5.2.3.1.
Yes	2.0	7. Requirements Please address each item in Section 5.2, Item 5.2.2, focusing on your ability to perform each required service for the City.
Yes	4.0 + 6.0	8. References a. A list of the names and address of at least four (4) clients who have hired your firm for similar services as detailed in this RFP, including the name, title, telephone number of the contact person and length of the Contract. The City may, at their discretion, contact references. b. A list of names and addresses of all clients who have terminated your relationship for performing similar services as detailed in this RFP during the past three (3) years and their reason for doing so. Please include the name, title and telephone number of the contact person. (If no terminations have occurred, please N/A in the Page/Ref. No. blank). This includes normal Contract expiration.
Yes	5.0	9. Financial Information The Proponent shall provide accurate and legible financial disclosures to the City as requested in section 5.2.5.1.

ATTACHMENT B PROPOSAL COST FORM

Please provide a total cost for each item listed, including all costs, direct and indirect, administrative cost, and all things necessary for a Compensation Study for the City of South Fulton.

1. Compensation Study including deliverables \$ 34,900
Study & Deliverables shall include the following:

2. Other \$ —
(Please Specify)

Russell H. Campbell
Printed Name

CAO
Title

Russell H. Campbell
Signature

3-23-23
Date

MAG International, Inc.
Company Name

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Management Advisory Group International Incorporated	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions. 2992 Reidville Road	Requester's name and address (optional)
	6 City, state, and ZIP code Spartanburg, SC 29301	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
8	8		-	0	4	9	5	5	1

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► <i>Donald C. Long</i>	Date ► 3/23/2023
------------------	---	-------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.

You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

April Lynch, Deputy County Executive

June 11, 2020

To: Harford County Public Schools
Re: Management Advisory Group, International, Inc.
Subject: Required Letter of Reference from MAG client(s) current or former

With respect to a request for reference for the above referenced firm, Oakland County Michigan is pleased to comment as to the following items:

Management Advisory Group, International, Inc. has conducted a compensation, classification and benefits study for all non-union employees.

The level of service was responsive, timely, sensitive to our organizational environment and included reasonable and fiscally responsible options for implementation. The work was comprehensive and flexible to meet our scheduling and timetable.

The staff assigned to our project are professional, courteous, knowledgeable, responsive and always available to answer questions.

If you have additional questions, please contact me at the number listed below.

Sincerely,



Lori Taylor, Deputy Director - Human Resources
Oakland County Michigan
Phone: 248-858-0548
taylorlo@Oakgov.com



JEFFREY R. GAHLER
SHERIFF

HARFORD COUNTY SHERIFF'S OFFICE

45 S Main Street PO Box 150 Bel Air, MD 21014

www.harfordsheriff.org

June 11, 2020

Harford County Public Schools
102 S. Hickory Avenue
Bel Air, MD 21014

Re: Management Advisory Group, International, Inc.
Subject: Letter of Reference from MAG client

The Harford County Sheriff's Office is pleased to provide a reference for Management Advisory Group (MAG). We first contracted with MAG in 2016 to provide the Sheriff's Office with a classification and benefit study that included market surveys and a complete redesign of our pay structures. This included over 600 employees in all of our employee classifications to include sworn and civilian. We were exceptionally pleased with the product provided in 2016, so when it was time to complete an updated salary and benefits review, we again contracted with MAG in 2019.

On both projects, the level of service provided to our work group was responsive, timely, sensitive to our organizational environment, and included reasonable and fiscally responsible options for implementation. The work was comprehensive and flexible to meet our scheduling demands and timetable for completion. MAG took the time to understand our agency and was never hesitant to assist with additional tasks within the project. Donald Long and the staff assigned to our project were professional, courteous, knowledgeable and responsive to all of our needs. Additionally, one of the things that we were very happy with is the Classification Manager software. This has been especially helpful even after the implementation of the new pay structures and salary increases.

If you have additional questions please feel free to contact me at martinelli@harfordsheriff.org or 410-836-5485.

Sincerely,

Tracey Martinelli
HR Director



June 11, 2020

Hartford Public Schools
960 Main Street 8th Floor
Hartford, CT 06103

To Whom It May Concern:

Management Advisory Group, International, Inc., recently conducted and completed a comprehensive salary study for Horry County Schools. This study included evaluating our current compensation, classification, and benefits for all our employee groups and job classes. Our district is the third largest school district in South Carolina with over 5,700 employees and 45,000 students.

MAG was very timely and sensitive to our organizational needs. The entire process included every employee in our organization which made them feel like they were a viable part of the study. The assigned staff was knowledgeable about compensation and classification and always responsive to any questions or concerns. We were especially impressed with their professional demeanor and presentation skills. The results of their study left us with flexibility and options for implementation.

If you have any additional questions, please contact me at vmcneill@horrycountyschools.net or 843-488-7225.

Sincerely,

Valerie McNeill

Valerie McNeill
Human Resources Director

Proposed Class List By Title

Dougherty County, GA

Proposed Class Title	Code	Pay Plan	Grade	Min	Mkt	Max	#
A							
ACCOUNTANT I	ACC1	Unified	19	\$39,188	\$47,418	\$58,798	<u>3</u>
ACCOUNTANT II	ACC2	Unified	21	\$43,205	\$52,278	\$64,825	<u>2</u>
ACCOUNTING CLERK	ACCL	Unified	14	\$30,705	\$37,153	\$46,070	<u>1</u>
ACCOUNTING SUPERVISOR	ACSP	Unified	23	\$47,634	\$57,637	\$71,470	<u>2</u>
ACCOUNTING TECHNICIAN	ACCT	Unified	16	\$33,852	\$40,961	\$50,792	<u>4</u>
ADMIN OPERATIONS MANAGER	LFOA	Unified	23	\$47,634	\$57,637	\$71,470	<u>1</u>
ADMINISTRATIVE ANALYST	ADAN	Unified	21	\$43,205	\$52,278	\$64,825	<u>1</u>
ADMINISTRATIVE ASSISTANT	ADAS	Unified	14	\$30,705	\$37,153	\$46,070	<u>5</u>
ADMINISTRATIVE ASSISTANT-PART TIME	ADAP	Unified	13	\$29,243	\$35,384	\$43,876	<u>1</u>
ADMINISTRATIVE CLERK	ADCL	Unified	10	\$27,050	\$30,566	\$37,902	<u>1</u>
ADMINISTRATIVE SECRETARY	ADSC	Unified	12	\$27,850	\$33,699	\$41,787	<u>4</u>
ADMINISTRATIVE SPECIALIST	ADSP	Unified	17	\$35,545	\$43,009	\$53,332	<u>4</u>
ADMINISTRATIVE SUPERVISOR	ADSR	Unified	21	\$43,205	\$52,278	\$64,825	<u>8</u>
ANIMAL CONTROL AGENT	ACAG	Unified	14	\$30,705	\$37,153	\$46,070	<u>1</u>
APPRAISAL SYSTEM ANALYST	APSA	Unified	23	\$47,634	\$57,637	\$71,470	<u>1</u>
APPRAISER	APPR	Unified	17	\$35,545	\$43,009	\$53,332	<u>2</u>
ASSET/INVENTORY CONTROL CLERK	AICC	Unified	14	\$30,705	\$37,153	\$46,070	<u>1</u>
ASSET/INVENTORY CONTROL COORD	AICD	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
ASSISTANT CHIEF APPRAISER	CAPA	Unified	25	\$52,516	\$63,545	\$78,795	<u>1</u>
ASSISTANT CHIEF DEPUTY	CDPA	Unified	32	\$73,895	\$89,414	\$110,873	<u>1</u>
ASSISTANT CHIEF INTAKE OFFICER	JCIA	Unified	23	\$47,634	\$57,637	\$71,470	<u>1</u>
ASSISTANT CHIEF JAILER	CJLA	Unified	32	\$73,895	\$89,414	\$110,873	<u>1</u>
ASSISTANT CHIEF OF POLICE	CPOA	Unified	37	\$94,311	\$114,117	\$141,505	<u>1</u>
ASSISTANT COUNTY ADMINISTRATOR	CADA	Unified	39	\$103,978	\$125,814	\$156,009	<u>1</u>
ASSISTANT DISTRICT ATTORNEY	DAAS	Unified	29	\$63,834	\$77,239	\$95,776	<u>6</u>
ASSISTANT EMS DIRECTOR	EMSA	Unified	32	\$73,895	\$89,414	\$110,873	<u>1</u>
ASSISTANT FINANCE DIRECTOR	FNDA	Unified	33	\$77,590	\$93,884	\$116,416	<u>1</u>
ASSISTANT LIBRARY DIRECTOR	LBAD	Unified	31	\$70,377	\$85,156	\$105,593	<u>1</u>
ASSISTANT PUBLIC WORKS DIRECTOR	PWDA	Unified	34	\$81,470	\$98,578	\$122,237	<u>1</u>
ASSISTANT SHIFT SUPERVISOR	EMAS	Unified	25	\$52,516	\$63,545	\$78,795	<u>4</u>
ASSISTANT SUPV OF ELECTIONS	SOEA	Unified	25	\$52,516	\$63,545	\$78,795	<u>1</u>
ASSOCIATE JUDGE	ASJD	Unified	40	\$109,177	\$132,105	\$163,810	<u>1</u>
ASST DIRECTOR OF FACILITIES MANAGEMENT	FMDA	Unified	31	\$70,377	\$85,156	\$105,593	<u>1</u>

Proposed Class List By Title

Dougherty County, GA

Proposed Class Title	Code	Pay Plan	Grade	Min	Mkt	Max	#
ASST HR DIRECTOR	AHRD	Unified	33	\$77,590	\$93,884	\$116,416	<u>1</u>
AUDITOR	AUDT	Unified	17	\$35,545	\$43,009	\$53,332	<u>2</u>
B							
BUILDING MAINTENANCE SUPT	BMSP	Unified	18	\$37,322	\$45,160	\$55,998	<u>4</u>
C							
CAPTAIN	CAPT	Unified	28	\$60,794	\$73,561	\$91,215	<u>15</u>
CASE MANAGER (DR&G)	DRCM	Unified	29	\$63,834	\$77,239	\$95,776	<u>1</u>
CDBR-DR GRANTS ASSISTANT	DRAS	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
CHIEF APPRAISER	CAPR	Unified	32	\$73,895	\$89,414	\$110,873	<u>1</u>
CHIEF DEPUTY	CDPY	Unified	38	\$99,027	\$119,823	\$148,580	<u>1</u>
CHIEF DEPUTY CLERK	CDCK	Unified	32	\$73,895	\$89,414	\$110,873	<u>1</u>
CHIEF JAILER	CJLR	Unified	37	\$94,311	\$114,117	\$141,505	<u>1</u>
CIRCULATION MANAGER	LBCM	Unified	18	\$37,322	\$45,160	\$55,998	<u>3</u>
CLERK DISPATCHER	CLDP	Unified	15	\$32,240	\$39,011	\$48,373	<u>4</u>
COMMUNITY SERVICE SUPERVISOR	CMSP	Unified	10	\$27,050	\$30,566	\$37,902	<u>5</u>
CONSTRUCTION /MAINTENANCE MGR	CONM	Unified	22	\$45,365	\$54,892	\$68,066	<u>3</u>
CONSTRUCTION /MAINTENANCE SUPE	CONS	Unified	20	\$41,148	\$49,789	\$61,738	<u>3</u>
CORPORAL	CORP	Unified	21	\$43,205	\$52,278	\$64,825	<u>14</u>
COUNTY CLERK	CCLK	Unified	35	\$85,543	\$103,507	\$128,349	<u>1</u>
COURT CASE COORDINATOR	CCCD	Unified	19	\$39,188	\$47,418	\$58,798	<u>2</u>
COURT CASE MANAGER	CCMR	Unified	23	\$47,634	\$57,637	\$71,470	<u>1</u>
COURT CLERK	CTCP	Unified	12	\$27,850	\$33,699	\$41,787	<u>1</u>
COURT CLERK SUPERVISOR	CTCS	Unified	21	\$43,205	\$52,278	\$64,825	<u>2</u>
COURT SECURITY OFFICER	CSOR	Unified	11	\$27,431	\$32,094	\$39,797	<u>1</u>
COURT SECURITY OFFICER-PART TIME	CSOP	Unified	11	\$27,431	\$32,094	\$39,797	<u>18</u>
CUSTODIAL SUPERVISOR	CUSS	Unified	18	\$37,322	\$45,160	\$55,998	<u>1</u>
CUSTODIAN	CUSD	Unified	10	\$27,050	\$30,566	\$37,902	<u>15</u>
CUSTODIAN II	CUS2	Unified	12	\$27,850	\$33,699	\$41,787	<u>3</u>
D							
DA CHIEF MANAGER	DAAC	Unified	24	\$50,015	\$60,519	\$75,043	<u>1</u>
DELINQUENT TAX COORDINATOR	TXDC	Unified	19	\$39,188	\$47,418	\$58,798	<u>2</u>
DEPUTY	DEPP	Unified	19	\$39,188	\$47,418	\$58,798	<u>33</u>
DEPUTY CHIEF INVESTIGATOR	INVD	Unified	28	\$60,794	\$73,561	\$91,215	<u>1</u>
DEPUTY COUNTY CLERK	CCLD	Unified	24	\$50,015	\$60,519	\$75,043	<u>1</u>

Proposed Class List By Title

Dougherty County, GA

Proposed Class Title	Code	Pay Plan	Grade	Min	Mkt	Max	#
DEPUTY-PART TIME	DEPT	Unified	19	\$39,188	\$47,418	\$58,798	<u>10</u>
DEPUTY-REG PART TIME	DEPR	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
DETENTION OFFICER	DTOP	Unified	19	\$39,188	\$47,418	\$58,798	<u>133</u>
DETENTION OFFICER-PART TIME	DTPT	Unified	19	\$39,188	\$47,418	\$58,798	<u>17</u>
DRG DIRECTOR (DR&G)	DRDR	Unified	34	\$81,470	\$98,578	\$122,237	<u>1</u>
E							
EMS DIRECTOR	EMSD	Unified	35	\$85,543	\$103,507	\$128,349	<u>1</u>
EMS TRAINING OFFICER	EMST	Unified	28	\$60,794	\$73,561	\$91,215	<u>1</u>
EMT ADVANCE	EMTA	Unified	18	\$37,322	\$45,160	\$55,998	<u>8</u>
EMT ADVANCE-PART TIME	EMPA	Unified	18	\$37,322	\$45,160	\$55,998	<u>5</u>
EMT BASIC	EMTB	Unified	16	\$33,852	\$40,961	\$50,792	<u>2</u>
EMT BASIC-PART TIME	EMPB	Unified	16	\$33,852	\$40,961	\$50,792	<u>13</u>
EMT INTERMEDIATE-PART TIME	EMPI	Unified	17	\$35,545	\$43,009	\$53,332	<u>4</u>
ENGINEERING AIDE II	EGA2	Unified	19	\$39,188	\$47,418	\$58,798	<u>2</u>
ENGINEERING MANAGER	EGPJ	Unified	33	\$77,590	\$93,884	\$116,416	<u>1</u>
ENGINEERING SPECIALIST	EGSP	Unified	25	\$52,516	\$63,545	\$78,795	<u>1</u>
ENVIRONMENTAL CONTROL MANAGER	ENCM	Unified	26	\$55,142	\$66,722	\$82,735	<u>1</u>
ENVIRONMENTAL CONTROL TECH	ENCT	Unified	19	\$39,188	\$47,418	\$58,798	<u>3</u>
EQUIPMENT OPERATOR	EQUO	Unified	12	\$27,850	\$33,699	\$41,787	<u>6</u>
F							
FACILITIES MANAGEMENT DIRECTOR	FMDR	Unified	35	\$85,543	\$103,507	\$128,349	<u>1</u>
FACILITIES TECHNICIAN	FCT2	Unified	17	\$35,545	\$43,009	\$53,332	<u>4</u>
FINANCE DIRECTOR	FNDR	Unified	37	\$94,311	\$114,117	\$141,505	<u>1</u>
FRAUD COURT COORDINATOR	FCCR	Unified	14	\$30,705	\$37,153	\$46,070	<u>1</u>
G							
GRANT COORDINATOR/OFFICE ASST	GCOA	Unified	18	\$37,322	\$45,160	\$55,998	<u>1</u>
GRANTS ANALYST (DR&G)	DRGA	Unified	29	\$63,834	\$77,239	\$95,776	<u>2</u>
GROUNDS MAINTENANCE TECHNICIAN	GRMT	Unified	10	\$27,050	\$30,566	\$37,902	<u>1</u>
H							
HEAVY EQUIPMENT OPERATOR I	HEOP	Unified	15	\$32,240	\$39,011	\$48,373	<u>4</u>
HEAVY EQUIPMENT OPERATOR II	HEO2	Unified	18	\$37,322	\$45,160	\$55,998	<u>8</u>
HOUSING CONSTRUCTION MANAGER (	DRHM	Unified	25	\$52,516	\$63,545	\$78,795	<u>1</u>
HOUSING SPECIALIST (DR&G)	DRHS	Unified	21	\$43,205	\$52,278	\$64,825	<u>1</u>
HR ADMINISTRATIVE COORDINATOR	HRAC	Unified	16	\$33,852	\$40,961	\$50,792	<u>2</u>

Proposed Class List By Title

Dougherty County, GA

Proposed Class Title	Code	Pay Plan	Grade	Min	Mkt	Max	#
HR CLERK	HRCK	Unified	11	\$27,431	\$32,094	\$39,797	<u>1</u>
HR DIRECTOR	HRDR	Unified	37	\$94,311	\$114,117	\$141,505	<u>1</u>
HR SPECIALIST (LIBRARY)	HRSL	Unified	18	\$37,322	\$45,160	\$55,998	<u>1</u>
HR SPECIALIST I	HRSP	Unified	20	\$41,148	\$49,789	\$61,738	<u>1</u>
HR SPECIALIST II	HRS2	Unified	23	\$47,634	\$57,637	\$71,470	<u>3</u>
I							
INTAKE OFFICER	JCIO	Unified	22	\$45,365	\$54,892	\$68,066	<u>1</u>
INVESTIGATOR	INVS	Unified	25	\$52,516	\$63,545	\$78,795	<u>13</u>
J							
JUDICIAL SECURITY OFFICER	JSOR	Unified	11	\$27,431	\$32,094	\$39,797	<u>2</u>
JUDICIAL SECURITY OFFICER-PART TIME	JSRP	Unified	11	\$27,431	\$32,094	\$39,797	<u>2</u>
JUVENILE COURT CLERK	JCCC	Unified	24	\$50,015	\$60,519	\$75,043	<u>1</u>
L							
LABORER	LABR	Unified	11	\$27,431	\$32,094	\$39,797	<u>12</u>
LANDFILL SUPERVISOR	LFSP	Unified	20	\$41,148	\$49,789	\$61,738	<u>2</u>
LAW CLERK	LLCP	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
LEGAL ASSISTANT	LGAS	Unified	25	\$52,516	\$63,545	\$78,795	<u>1</u>
LEGAL NAVIGATOR	LLNV	Unified	22	\$45,365	\$54,892	\$68,066	<u>2</u>
LEGAL NAVIGATOR-PART TIME	LLNP	Unified	22	\$45,365	\$54,892	\$68,066	<u>1</u>
LEGAL SECRETARY	LGSC	Unified	15	\$32,240	\$39,011	\$48,373	<u>17</u>
LF OPERATIONS MANAGER	LFOM	Unified	22	\$45,365	\$54,892	\$68,066	<u>1</u>
LIBRARIAN	LBRN	Unified	24	\$50,015	\$60,519	\$75,043	<u>2</u>
LIBRARY ASSISTANT	LBAS	Unified	11	\$27,431	\$32,094	\$39,797	<u>17</u>
LIBRARY ASSISTANT-PART TIME	LBAP	Unified	11	\$27,431	\$32,094	\$39,797	<u>10</u>
LIBRARY DIRECTOR	LBDR	Unified	37	\$94,311	\$114,117	\$141,505	<u>1</u>
LIEUTENANT	LIEU	Unified	25	\$52,516	\$63,545	\$78,795	<u>13</u>
LIEUTENANT EXEMPT	LIEE	Unified	25	\$52,516	\$63,545	\$78,795	<u>10</u>
M							
MAIL CLERK	MLCL	Unified	10	\$27,050	\$30,566	\$37,902	<u>1</u>
MAIL CLERK-PART TIME	MLCR	Unified	10	\$27,050	\$30,566	\$37,902	<u>1</u>
MAINTENANCE SUPERVISOR	BMSR	Unified	20	\$41,148	\$49,789	\$61,738	<u>1</u>
MECHANIC I	MEC1	Unified	16	\$33,852	\$40,961	\$50,792	<u>1</u>
MECHANIC II	MEC2	Unified	17	\$35,545	\$43,009	\$53,332	<u>1</u>
MECHANIC III	MEC3	Unified	18	\$37,322	\$45,160	\$55,998	<u>3</u>

Proposed Class List By Title

Dougherty County, GA

Proposed Class Title	Code	Pay Plan	Grade	Min	Mkt	Max	#
N							
NETWORK SPECIALIST	NTSP	Unified	24	\$50,015	\$60,519	\$75,043	<u>2</u>
P							
PARAMEDIC	EMSP	Unified	21	\$43,205	\$52,278	\$64,825	<u>23</u>
PARAMEDIC LEVEL II	EMS2	Unified	23	\$47,634	\$57,637	\$71,470	<u>5</u>
PARAMEDIC LEVEL II/FTO	EMSF	Unified	23	\$47,634	\$57,637	\$71,470	<u>5</u>
PARAMEDIC/FTO	EMPF	Unified	21	\$43,205	\$52,278	\$64,825	<u>3</u>
PARAMEDIC-PART TIME	EMPP	Unified	21	\$43,205	\$52,278	\$64,825	<u>7</u>
PARKS & GARDEN COORDINATOR	PGCD	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
PATROL OFFICER	PATP	Unified	19	\$39,188	\$47,418	\$58,798	<u>20</u>
PATROL OFFICER (LIB)	PAPT	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
PAYROLL COORDINATOR	PAYC	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
PERSONAL PROPERTY MANAGER	PPMG	Unified	22	\$45,365	\$54,892	\$68,066	<u>1</u>
PRINCIPAL APPRAISER	APPP	Unified	21	\$43,205	\$52,278	\$64,825	<u>1</u>
PRINCIPAL COURT CLERK	PCCL	Unified	16	\$33,852	\$40,961	\$50,792	<u>12</u>
PROBATION OFFICER	JCPO	Unified	18	\$37,322	\$45,160	\$55,998	<u>4</u>
PROCUREMENT SPECIALIST	PCSP	Unified	20	\$41,148	\$49,789	\$61,738	<u>1</u>
PROGRAM MANAGER (DR&G)	DRPM	Unified	31	\$70,377	\$85,156	\$105,593	<u>2</u>
PUBLIC INFORMATION OFFICER	PIOF	Unified	30	\$67,025	\$81,101	\$100,565	<u>1</u>
PUBLIC INFORMATION REPRESENTATIVE	PIRP	Unified	11	\$27,431	\$32,094	\$39,797	<u>1</u>
PUBLIC WORKS DIRECTOR	PWDR	Unified	38	\$99,027	\$119,823	\$148,580	<u>1</u>
R							
REAL PROPERTY DATA CLERK	RPDC	Unified	13	\$29,243	\$35,384	\$43,876	<u>1</u>
S							
SENIOR ACCOUNTING SUPERVISOR	SACS	Unified	25	\$52,516	\$63,545	\$78,795	<u>1</u>
SENIOR APPRAISER	APPS	Unified	19	\$39,188	\$47,418	\$58,798	<u>2</u>
SENIOR ASST DISTRICT ATTORNEY	DASR	Unified	32	\$73,895	\$89,414	\$110,873	<u>2</u>
SENIOR AUDITOR	AUDS	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
SENIOR BRANCH MANAGER	LBSM	Unified	28	\$60,794	\$73,561	\$91,215	<u>2</u>
SENIOR BUILDING MAINTENANCE SUPT.	BMSS	Unified	20	\$41,148	\$49,789	\$61,738	<u>3</u>
SENIOR CLERK DISPATCHER	CLDS	Unified	17	\$35,545	\$43,009	\$53,332	<u>2</u>
SENIOR COURT CLERK	SCCL	Unified	14	\$30,705	\$37,153	\$46,070	<u>13</u>
SENIOR COURT CLERK-PART TIME	SCCP	Unified	15	\$32,240	\$39,011	\$48,373	<u>1</u>
SENIOR ENGINEERING AIDE	EGSR	Unified	21	\$43,205	\$52,278	\$64,825	<u>1</u>

Proposed Class List By Title

Dougherty County, GA

Proposed Class Title	Code	Pay Plan	Grade	Min	Mkt	Max	#
SENIOR INTAKE OFFICER	JCSI	Unified	24	\$50,015	\$60,519	\$75,043	<u>1</u>
SENIOR LIBRARIAN	LBSR	Unified	28	\$60,794	\$73,561	\$91,215	<u>2</u>
SENIOR LIBRARY ASSISTANT	LBSA	Unified	15	\$32,240	\$39,011	\$48,373	<u>4</u>
SENIOR TAG & TITLE TECHNICIAN	TTTS	Unified	16	\$33,852	\$40,961	\$50,792	<u>3</u>
SENIOR TAX CLERK	TXSR	Unified	14	\$30,705	\$37,153	\$46,070	<u>6</u>
SENIOR TECHNICAL SERVICES SPEC	LBST	Unified	21	\$43,205	\$52,278	\$64,825	<u>1</u>
SERGEANT	SERG	Unified	23	\$47,634	\$57,637	\$71,470	<u>32</u>
SHIFT SUPERVISOR	EMSS	Unified	28	\$60,794	\$73,561	\$91,215	<u>4</u>
SHOP MANAGER	PWSM	Unified	22	\$45,365	\$54,892	\$68,066	<u>1</u>
SOLID WASTE DIRECTOR	SWDR	Unified	35	\$85,543	\$103,507	\$128,349	<u>1</u>
SUPERVISOR OF ELECTIONS	SOEL	Unified	35	\$85,543	\$103,507	\$128,349	<u>1</u>
SUPPORT SERVICES DIRECTOR	SSDR	Unified	31	\$70,377	\$85,156	\$105,593	<u>1</u>
SYSTEMS ANALYST	SYAN	Unified	22	\$45,365	\$54,892	\$68,066	<u>2</u>
T							
TAG & TITLE TECHNICIAN	TTTT	Unified	14	\$30,705	\$37,153	\$46,070	<u>5</u>
TAX DIRECTOR	TXDR	Unified	36	\$89,820	\$108,683	\$134,767	<u>1</u>
TECHNICAL SERVICES SPECIALIST	LBTS	Unified	19	\$39,188	\$47,418	\$58,798	<u>1</u>
TRUCK DRIVER	TRDR	Unified	13	\$29,243	\$35,384	\$43,876	<u>4</u>
V							
VICTIM ADVOCATE	VCAD	Unified	13	\$29,243	\$35,384	\$43,876	<u>6</u>
VIDEO TECHNOLOGY COORDINATOR	VTCO	Unified	21	\$43,205	\$52,278	\$64,825	<u>1</u>
VOTER REGISTRATION SPECIALIST	VRSP	Unified	17	\$35,545	\$43,009	\$53,332	<u>3</u>
W							
WAREHOUSE SUPERVISOR	WHSP	Unified	17	\$35,545	\$43,009	\$53,332	<u>1</u>
WAREHOUSE WORKER	WHWR	Unified	10	\$27,050	\$30,566	\$37,902	<u>1</u>
WEB MASTER	LBWM	Unified	18	\$37,322	\$45,160	\$55,998	<u>1</u>
WEIGHMASTER	WGWM	Unified	12	\$27,850	\$33,699	\$41,787	<u>2</u>
WELDER	WELD	Unified	18	\$37,322	\$45,160	\$55,998	<u>1</u>

179 Job Classes

Class Comparison List By Pay Plan Dougherty County, GA

Proposed Pay Plan: Unified

			Annual Range		
Grade			Min	Mkt	Max
Proposed Class Title	Original Title	Working Title			
10			\$27,050	\$30,566	\$37,902
ADMINISTRATIVE CLERK	ADMINISTRATIVE CLERK		21,851	26,621	32,430
COMMUNITY SERVICE SUPERVISOR	COMMUNITY SERVICE SUPERVISOR		17,977	21,901	26,680
CUSTODIAN	CUSTODIAN		21,851	26,621	32,430
GROUND MAINTENANCE TECHNICIAN	GROUND MAINTENANCE TECHNICIAN		21,851	26,621	32,430
MAIL CLERK	MAIL CLERK		21,851	26,621	32,430
MAIL CLERK-PART TIME	REG-PT MAIL CLERK		21,851	26,621	32,430
WAREHOUSE WORKER	WAREHOUSE WORKER		21,851	26,621	32,430
11			\$27,431	\$32,094	\$39,797
COURT SECURITY OFFICER	REG-PT COURT SECURITY OFFIC		21,851	26,621	32,430
COURT SECURITY OFFICER-PART TIME	PART TIME COURT SECURITY OFFIC		21,851	26,621	32,430
HR CLERK	HR CLERK		21,851	26,621	32,430
JUDICIAL SECURITY OFFICER	JUDICIAL SECURITY OFFICER		21,851	26,621	32,430
JUDICIAL SECURITY OFFICER-PART TIME	REG-PT JUDICIAL SECURITY OFFIC		21,851	26,621	32,430
LABORER	LABORER		21,851	26,621	32,430
LIBRARY ASSISTANT	LIBRARY ASSISTANT		21,851	26,621	32,430
LIBRARY ASSISTANT-PART TIME	PART TIME LIBRARY ASSISTANT		21,851	26,621	32,430
PUBLIC INFORMATION REPRESENTATIVE	PUBLIC INFORMATION REPRESENTAT		21,851	26,621	32,430
12			\$27,850	\$33,699	\$41,787
ADMINISTRATIVE SECRETARY	ADMINISTRATIVE SECRETARY		24,091	29,350	35,755
COURT CLERK	PART TIME COURT CLERK		22,943	27,952	34,052
CUSTODIAN II	CUSTODIAN II		24,091	29,350	35,755
EQUIPMENT OPERATOR	EQUIPMENT OPERATOR		24,091	29,350	35,755
WEIGHMASTER	WEIGHMASTER		24,091	29,350	35,755
13			\$29,243	\$35,384	\$43,876
ADMINISTRATIVE ASSISTANT-PART TIME	PART TIME ADMINISTRATIVE ASST		27,888	33,976	41,390
REAL PROPERTY DATA CLERK	PART TIME REAL PROPERTY DATA C		26,560	32,358	39,419
TRUCK DRIVER	TRUCK DRIVER		24,091	29,350	35,755
VICTIM ADVOCATE	VICTIM ADVOCATE		24,091	29,350	35,755
14			\$30,705	\$37,153	\$46,070

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Class Comparison List By Pay Plan Dougherty County, GA

Proposed Pay Plan: Unified

Grade	Proposed Class Title	Original Title	Working Title	Annual Range		
				Min	Mkt	Max
14				\$30,705	\$37,153	\$46,070
	ACCOUNTING CLERK	ACCOUNTING CLERK		26,560	32,358	39,419
	ADMINISTRATIVE ASSISTANT	ADMINISTRATIVE ASSISTANT		27,888	33,976	41,390
	ANIMAL CONTROL AGENT	ANIMAL CONTROL AGENT		26,560	32,358	39,419
	ASSET/INVENTORY CONTROL CLERK	ASSET/INVENTORY CONTROL CLERK		27,888	33,976	41,390
	FRAUD COURT COORDINATOR	FRAUD COURT COORDINATOR		27,888	33,976	41,390
	SENIOR COURT CLERK	SENIOR COURT CLERK		25,295	30,817	37,542
	SENIOR TAX CLERK	SENIOR TAX CLERK		25,295	30,817	37,542
	TAG & TITLE TECHNICIAN	TAG & TITLE TECHNICIAN		25,295	30,817	37,542
15				\$32,240	\$39,011	\$48,373
	CLERK DISPATCHER	CLERK DISPATCHER		26,560	32,358	39,419
	HEAVY EQUIPMENT OPERATOR I	HEAVY EQUIPMENT OPERATOR		26,560	32,358	39,419
	LEGAL SECRETARY	LEGAL SECRETARY		27,888	33,976	41,390
	SENIOR COURT CLERK-PART TIME	PART TIME SENIOR COURT CLERK		25,295	30,817	37,542
	SENIOR LIBRARY ASSISTANT	SENIOR LIBRARY ASSISTANT		24,091	29,350	35,755
16				\$33,852	\$40,961	\$50,792
	ACCOUNTING TECHNICIAN	ACCOUNTING TECHNICIAN		29,282	35,675	43,460
	EMT BASIC	EMT BASIC		30,545	37,210	45,331
	EMT BASIC-PART TIME	PART TIME EMT BASIC		30,545	37,210	45,331
	HR ADMINISTRATIVE COORDINATOR	HR ADMINISTRATIVE COORDINATOR		29,282	35,675	43,460
	MECHANIC I	MECHANIC I		24,091	29,350	35,755
	PRINCIPAL COURT CLERK	PRINCIPAL COURT CLERK		27,888	33,976	41,390
	SENIOR TAG & TITLE TECHNICIAN	SENIOR TAG & TITLE TECHNICIAN		27,888	33,976	41,390
17				\$35,545	\$43,009	\$53,332
	ADMINISTRATIVE SPECIALIST	ADMINISTRATIVE SPECIALIST		32,284	39,332	47,915
	APPRAISER	APPRAISER		26,560	32,358	39,419
	AUDITOR	AUDITOR		27,888	33,976	41,390
	EMT INTERMEDIATE-PART TIME	PART TIME EMT INTERMEDIATE		32,072	39,071	47,597
	FACILITIES TECHNICIAN	FACILITIES TECHNICIAN II		29,282	35,675	43,460
	MECHANIC II	MECHANIC II		26,560	32,358	39,419
	SENIOR CLERK DISPATCHER	SENIOR CLERK DISPATCHER		29,282	35,675	43,460
	VOTER REGISTRATION SPECIALIST	VOTER REGISTRATION SPECIALIST		33,898	41,298	50,311
	WAREHOUSE SUPERVISOR	WAREHOUSE SUPERVISOR		32,284	39,332	47,915

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Class Comparison List By Pay Plan Dougherty County, GA

Proposed Pay Plan: Unified

<i>Grade</i>	<i>Proposed Class Title</i>	<i>Original Title</i>	<i>Working Title</i>	<i>Annual Range</i>		
				<i>Min</i>	<i>Mkt</i>	<i>Max</i>
17				\$35,545	\$43,009	\$53,332
18				\$37,322	\$45,160	\$55,998
	BUILDING MAINTENANCE SUPT	BUILDING MAINTENANCE SUPERINTE		32,284	39,332	47,915
	CIRCULATION MANAGER	CIRCULATION MANAGER		32,284	39,332	47,915
	CUSTODIAL SUPERVISOR	CUSTODIAL SUPERVISOR		32,284	39,332	47,915
	EMT ADVANCE	EMT ADVANCE		33,676	41,025	49,977
	EMT ADVANCE-PART TIME	PART TIME EMT ADVANCE		33,676	41,025	49,977
	GRANT COORDINATOR/OFFICE ASST	GRANT COORDINATOR/OFFICE ASSIS		32,284	39,332	47,915
	HEAVY EQUIPMENT OPERATOR II	HEAVY EQUIPMENT OPERATOR II		30,746	37,459	45,633
	HR SPECIALIST (LIBRARY)	HR SPECIALIST (LIBRARY)		32,284	39,332	47,915
	MECHANIC III	MECHANIC III		29,282	35,675	43,460
	PROBATION OFFICER	PROBATION OFFICER		33,676	41,025	49,977
	WEB MASTER	WEB MASTER		32,284	39,332	47,915
	WELDER	WELDER		29,282	35,675	43,460
19				\$39,188	\$47,418	\$58,798
	ACCOUNTANT I	ACCOUNTANT I		30,746	37,459	45,633
	ASSET/INVENTORY CONTROL COORD	ASSET/INVENTORY CONTROL COORDI		30,746	37,459	45,633
	CDBR-DR GRANTS ASSISTANT	CDBR-DR GRANTS ASSISTANT		35,593	43,363	52,826
	COURT CASE COORDINATOR	COURT CASE COORDINATOR		32,284	39,332	47,915
	DELINQUENT TAX COORDINATOR	DELINQUENT TAX COORDINATOR		30,746	37,459	45,633
	DEPUTY	DEPUTY		35,360	43,076	52,476
	DEPUTY-PART TIME	PART TIME DEPUTY		35,360	43,076	52,476
	DEPUTY-REG PART TIME	REG-PT DEPUTY		35,360	43,076	52,476
	DETENTION OFFICER	DETENTION OFFICER		35,360	43,076	52,476
	DETENTION OFFICER-PART TIME	PART TIME DETENTION OFFICER		35,360	43,076	52,476
	ENGINEERING AIDE II	ENGINEERING AIDE II		30,746	37,459	45,633
	ENVIRONMENTAL CONTROL TECH	ENVIRONMENTAL CONTROL TECHNICI		30,746	37,459	45,633
	LAW CLERK	PART TIME LAW CLERK		35,593	43,363	52,826
	PARKS & GARDEN COORDINATOR	PARKS & GARDEN COORDINATOR		33,898	41,298	50,311
	PATROL OFFICER	PATROL OFFICER		35,360	43,076	52,476
	PATROL OFFICER (LIB)	PART TIME PATROL OFFICER (LIB)		35,360	43,076	52,476

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Class Comparison List By Pay Plan Dougherty County, GA

Proposed Pay Plan: Unified

Grade	Proposed Class Title	Original Title	Working Title	Annual Range		
				Min	Mkt	Max
19				\$39,188	\$47,418	\$58,798
	PAYROLL COORDINATOR	PAYROLL COORDINATOR		29,282	35,675	43,460
	SENIOR APPRAISER	SENIOR APPRAISER		32,284	39,332	47,915
	SENIOR AUDITOR	SENIOR AUDITOR		33,898	41,298	50,311
	TECHNICAL SERVICES SPECIALIST	TECHNICAL SERVICES SPECIALIST		32,284	39,332	47,915
20				\$41,148	\$49,789	\$61,738
	CONSTRUCTION /MAINTENANCE SUPE	CONSTRUCTION /MAINTENANCE SUPE		33,898	41,298	50,311
	HR SPECIALIST I	HR SPECIALIST I		35,593	43,363	52,826
	LANDFILL SUPERVISOR	LANDFILL SUPERVISOR		33,898	41,298	50,311
	MAINTENANCE SUPERVISOR	BUILDING MAINTENANCE SUPERVISOR		33,898	41,298	50,311
	PROCUREMENT SPECIALIST	PROCUREMENT SPECIALIST		33,898	41,298	50,311
	SENIOR BUILDING MAINTENANCE SUPT.	BUILDING MAINTENANCE SUPERINTE		32,284	39,332	47,915
21				\$43,205	\$52,278	\$64,825
	ACCOUNTANT II	ACCOUNTANT II		33,898	41,298	50,311
	ADMINISTRATIVE ANALYST	ADMINISTRATIVE ANALYST		37,373	45,531	55,467
	ADMINISTRATIVE SUPERVISOR	ADMINISTRATIVE SUPERVISOR		37,373	45,531	55,467
	CORPORAL	CORPORAL		38,984	47,491	57,855
	COURT CLERK SUPERVISOR	COURT CLERK SUPERVISOR		37,373	45,531	55,467
	HOUSING SPECIALIST (DR&G)	HOUSING SPECIALIST (DR&G)		37,373	45,531	55,467
	PARAMEDIC	PARAMEDIC		38,984	47,491	57,855
	PARAMEDIC/FTO	PARAMEDIC/FTO		38,984	47,491	57,855
	PARAMEDIC-PART TIME	PART TIME PARAMEDIC		38,984	47,491	57,855
	PRINCIPAL APPRAISER	PRINCIPAL APPRAISER		33,898	41,298	50,311
	SENIOR ENGINEERING AIDE	SENIOR ENGINEERING AIDE		35,593	43,363	52,826
	SENIOR TECHNICAL SERVICES SPEC	SENIOR TECHNICAL SERVICES SPEC		37,373	45,531	55,467
	VIDEO TECHNOLOGY COORDINATOR	VIDEO TECHNOLOGY COORDINATOR		37,373	45,531	55,467
22				\$45,365	\$54,892	\$68,066
	CONSTRUCTION /MAINTENANCE MGR	CONSTRUCTION /MAINTENANCE MANA		37,373	45,531	55,467
	INTAKE OFFICER	INTAKE OFFICER		40,933	49,866	60,747
	LEGAL NAVIGATOR	LEGAL NAVIGATOR		39,241	47,808	58,241
	LEGAL NAVIGATOR-PART TIME	PART TIME LEGAL NAVIGATOR		39,241	47,808	58,241

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Class Comparison List By Pay Plan Dougherty County, GA

Proposed Pay Plan: Unified

Grade	Proposed Class Title	Original Title	Working Title	Annual Range		
				Min	Mkt	Max
22				\$45,365	\$54,892	\$68,066
	LF OPERATIONS MANAGER	LF OPERATIONS MANAGER		39,241	47,808	58,241
	PERSONAL PROPERTY MANAGER	PERSONAL PROPERTY MANAGER		37,373	45,531	55,467
	SHOP MANAGER	SHOP MANAGER		43,264	52,708	64,211
	SYSTEMS ANALYST	SYSTEMS ANALYST		37,373	45,531	55,467
23				\$47,634	\$57,637	\$71,470
	ACCOUNTING SUPERVISOR	ACCOUNTING SUPERVISOR		37,373	45,531	55,467
	ADMIN OPERATIONS MANAGER	ADMIN OPERATIONS MANAGER		39,241	47,808	58,241
	APPRAISAL SYSTEM ANALYST	APPRAISAL SYSTEM ANALYST		37,373	45,531	55,467
	ASSISTANT CHIEF INTAKE OFFICER	ASSISTANT CHIEF INTAKE OFFICER		42,980	52,359	63,785
	COURT CASE MANAGER	COURT CASE MANAGER		39,241	47,808	58,241
	HR SPECIALIST II	HR SPECIALIST II		41,203	50,198	61,153
	PARAMEDIC LEVEL II	PARAMEDIC LEVEL II		42,980	52,359	63,785
	PARAMEDIC LEVEL II/FTO	PARAMEDIC LEVEL II/FTO		42,980	52,359	63,785
	SERGEANT	SERGEANT		42,980	52,359	63,785
24				\$50,015	\$60,519	\$75,043
	DA CHIEF MANAGER	DA CHIEF MANAGER		41,203	50,198	61,153
	DEPUTY COUNTY CLERK	DEPUTY COUNTY CLERK		41,203	50,198	61,153
	JUVENILE COURT CLERK	JUVENILE COURT CLERK		41,203	50,198	61,153
	LIBRARIAN	LIBRARIAN		43,264	52,708	64,211
	NETWORK SPECIALIST	NETWORK SPECIALIST		43,264	52,708	64,211
	SENIOR INTAKE OFFICER	SENIOR INTAKE OFFICER		45,129	54,977	66,974
25				\$52,516	\$63,545	\$78,795
	ASSISTANT CHIEF APPRAISER	ASSISTANT CHIEF APPRAISER		45,427	55,344	67,421
	ASSISTANT SHIFT SUPERVISOR	ASSISTANT SHIFT SUPERVISOR		47,385	57,726	70,323
	ASSISTANT SUPV OF ELECTIONS	ASSISTANT SUPERVISOR OF ELECTI		45,427	55,344	67,421
	ENGINEERING SPECIALIST	ENGINEERING SPECIALIST		43,264	52,708	64,211
	HOUSING CONSTRUCTION MANAGER (	HOUSING CONSTRUCTION MANAGER (		45,427	55,344	67,421
	INVESTIGATOR	INVESTIGATOR		47,385	57,726	70,323
	LEGAL ASSISTANT	LEGAL ASSISTANT		43,264	52,708	64,211
	LIEUTENANT	LIEUTENANT		47,385	57,726	70,323
	LIEUTENANT EXEMPT	LIEUTENANT EXEMPT		47,385	57,726	70,323
	SENIOR ACCOUNTING SUPERVISOR	SENIOR ACCOUNTING SUPERVISOR		45,427	55,344	67,421

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Class Comparison List By Pay Plan Dougherty County, GA

Proposed Pay Plan: Unified					
Grade	Proposed Class Title	Original Title	Working Title	Annual Range	
				Min	Max
25				\$52,516	\$78,795
26				\$55,142	\$82,735
	ENVIRONMENTAL CONTROL MANAGER	ENVIRONMENTAL CONTROL MANAGER		43,264	64,211
28				\$60,794	\$91,215
	CAPTAIN	CAPTAIN		54,854	81,408
	DEPUTY CHIEF INVESTIGATOR	DEPUTY CHIEF INVESTIGATOR		54,854	81,408
	EMS TRAINING OFFICER	EMS TRAINING OFFICER		54,854	81,408
	SENIOR BRANCH MANAGER	SENIOR BRANCH MANAGER		47,698	70,792
	SENIOR LIBRARIAN	SENIOR LIBRARIAN		47,698	70,792
	SHIFT SUPERVISOR	SHIFT SUPERVISOR		54,854	81,408
29				\$63,834	\$95,776
	ASSISTANT DISTRICT ATTORNEY	ASSISTANT DISTRICT ATTORNEY		47,698	70,792
	CASE MANAGER (DR&G)	CASE MANAGER (DR&G)		50,083	74,332
	GRANTS ANALYST (DR&G)	GRANTS ANALYST (DR&G)		50,083	74,332
30				\$67,025	\$100,565
	PUBLIC INFORMATION OFFICER	PUBLIC INFORMATION OFFICER		47,698	70,792
31				\$70,377	\$105,593
	ASSISTANT LIBRARY DIRECTOR	ASSISTANT LIBRARY DIRECTOR		52,587	78,048
	ASST DIRECTOR OF FACILITIES MANAGEMENT	ASSISTANT FACILITIES MANAGEMEN		52,587	78,048
	PROGRAM MANAGER (DR&G)	PROGRAM MANAGER (DR&G)		55,217	81,951
	SUPPORT SERVICES DIRECTOR	SUPPORT SERVICES DIRECTOR		55,217	81,951
32				\$73,895	\$110,873
	ASSISTANT CHIEF DEPUTY	ASSISTANT CHIEF DEPUTY		66,676	98,951
	ASSISTANT CHIEF JAILER	ASSISTANT CHIEF JAILER		66,676	98,951
	ASSISTANT EMS DIRECTOR	ASSISTANT EMS DIRECTOR		66,676	98,951
	CHIEF APPRAISER	CHIEF APPRAISER		63,920	94,868
	CHIEF DEPUTY CLERK	CHIEF DEPUTY CLERK		55,217	81,951
	SENIOR ASST DISTRICT ATTORNEY	SENIOR ASSISTANT DISTRICT ATTO		52,587	78,048
33				\$77,590	\$116,416
	ASSISTANT FINANCE DIRECTOR	ASSISTANT FINANCE DIRECTOR		55,217	81,951
	ASST HR DIRECTOR	ASST HR DIRECTOR		55,217	81,951

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Class Comparison List By Pay Plan Dougherty County, GA

Proposed Pay Plan: Unified					
Grade			Annual Range		
			Min	Mkt	Max
Proposed Class Title	Original Title	Working Title			
33			\$77,590	\$93,884	\$116,416
ENGINEERING MANAGER	ENGINEERING MANAGER		55,217	67,271	81,951
34			\$81,470	\$98,578	\$122,237
ASSISTANT PUBLIC WORKS DIRECTOR	ASSISTANT PUBLIC WORKS DIRECTO		57,977	70,634	86,048
DRG DIRECTOR (DR&G)	DRG DIRECTOR (DR&G)		57,977	70,634	86,048
35			\$85,543	\$103,507	\$128,349
COUNTY CLERK	COUNTY CLERK		60,876	74,166	90,351
EMS DIRECTOR	EMS DIRECTOR		77,186	94,030	114,549
FACILITIES MANAGEMENT DIRECTOR	FACILITIES MANAGEMENT DIRECTOR		60,876	74,166	90,351
SOLID WASTE DIRECTOR	SOLID WASTE DIRECTOR		60,876	74,166	90,351
SUPERVISOR OF ELECTIONS	SUPERVISOR OF ELECTIONS		60,876	74,166	90,351
36			\$89,820	\$108,683	\$134,767
TAX DIRECTOR	TAX DIRECTOR		67,116	81,768	99,612
37			\$94,311	\$114,117	\$141,505
ASSISTANT CHIEF OF POLICE	ASSISTANT CHIEF OF POLICE		81,045	98,731	120,276
CHIEF JAILER	CHIEF JAILER		81,045	98,731	120,276
FINANCE DIRECTOR	FINANCE DIRECTOR		63,920	77,875	94,868
HR DIRECTOR	HR DIRECTOR		63,920	77,875	94,868
LIBRARY DIRECTOR	LIBRARY DIRECTOR		63,920	77,875	94,868
38			\$99,027	\$119,823	\$148,580
CHIEF DEPUTY	CHIEF DEPUTY		85,098	103,668	126,290
PUBLIC WORKS DIRECTOR	PUBLIC WORKS DIRECTOR		67,116	81,768	99,612
39			\$103,978	\$125,814	\$156,009
ASSISTANT COUNTY ADMINISTRATOR	ASSISTANT COUNTY ADMINISTRATOR		73,996	90,150	109,822
40			\$109,177	\$132,105	\$163,810
ASSOCIATE JUDGE	ASSOCIATE JUDGE		0	0	0

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**Proposed Pay Plans
Dougherty County, GA**

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mkt</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified						
10		\$27,050	\$30,566	\$37,902	\$13.00	\$14.70
ADCL	ADMINISTRATIVE CLERK					
CMSP	COMMUNITY SERVICE SUPERVISOR					
CUSD	CUSTODIAN					
GRMT	GROUNDS MAINTENANCE TECHNICIAN					
MLCL	MAIL CLERK					
MLCR	MAIL CLERK-PART TIME					
WHWR	WAREHOUSE WORKER					
11		\$27,431	\$32,094	\$39,797	\$13.19	\$15.43
CSOR	COURT SECURITY OFFICER					
CSOP	COURT SECURITY OFFICER-PART TIME					
HRCK	HR CLERK					
JSOR	JUDICIAL SECURITY OFFICER					
JSRP	JUDICIAL SECURITY OFFICER-PART TIME					
LABR	LABORER					
LBAS	LIBRARY ASSISTANT					
LBAP	LIBRARY ASSISTANT-PART TIME					
PIRP	PUBLIC INFORMATION REPRESENTATIVE					
12		\$27,850	\$33,699	\$41,787	\$13.39	\$16.20
ADSC	ADMINISTRATIVE SECRETARY					
CTCP	COURT CLERK					
CUS2	CUSTODIAN II					
EQUO	EQUIPMENT OPERATOR					
WGHM	WEIGHMASTER					
13		\$29,243	\$35,384	\$43,876	\$14.06	\$17.01
ADAP	ADMINISTRATIVE ASSISTANT-PART TIME					
RPDC	REAL PROPERTY DATA CLERK					
TRDR	TRUCK DRIVER					
VCAD	VICTIM ADVOCATE					
14		\$30,705	\$37,153	\$46,070	\$14.76	\$17.86
ACCL	ACCOUNTING CLERK					
ADAS	ADMINISTRATIVE ASSISTANT					
ACAG	ANIMAL CONTROL AGENT					
AICC	ASSET/INVENTORY CONTROL CLERK					
FCCR	FRAUD COURT COORDINATOR					
SCCL	SENIOR COURT CLERK					
TXSR	SENIOR TAX CLERK					
TTTT	TAG & TITLE TECHNICIAN					
15		\$32,240	\$39,011	\$48,373	\$15.50	\$18.76
CLDP	CLERK DISPATCHER					
HEOP	HEAVY EQUIPMENT OPERATOR I					
LGSC	LEGAL SECRETARY					
SCCP	SENIOR COURT CLERK-PART TIME					
LBSA	SENIOR LIBRARY ASSISTANT					
16		\$33,852	\$40,961	\$50,792	\$16.28	\$19.69

**Proposed Pay Plans
Dougherty County, GA**

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mkt</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified						
16		\$33,852	\$40,961	\$50,792	\$16.28	\$19.69
	ACCT	ACCOUNTING TECHNICIAN				
	EMTB	EMT BASIC				
	EMPB	EMT BASIC-PART TIME				
	HRAC	HR ADMINISTRATIVE COORDINATOR				
	MEC1	MECHANIC I				
	PCCL	PRINCIPAL COURT CLERK				
	TTTS	SENIOR TAG & TITLE TECHNICIAN				
17		\$35,545	\$43,009	\$53,332	\$17.09	\$20.68
	ADSP	ADMINISTRATIVE SPECIALIST				
	APPR	APPRAISER				
	AUDT	AUDITOR				
	EMPI	EMT INTERMEDIATE-PART TIME				
	FCT2	FACILITIES TECHNICIAN				
	MEC2	MECHANIC II				
	CLDS	SENIOR CLERK DISPATCHER				
	VRSP	VOTER REGISTRATION SPECIALIST				
	WHSP	WAREHOUSE SUPERVISOR				
18		\$37,322	\$45,160	\$55,998	\$17.94	\$21.71
	BMSP	BUILDING MAINTENANCE SUPT				
	LBCM	CIRCULATION MANAGER				
	CUSS	CUSTODIAL SUPERVISOR				
	EMTA	EMT ADVANCE				
	EMPA	EMT ADVANCE-PART TIME				
	GCOA	GRANT COORDINATOR/OFFICE ASST				
	HEO2	HEAVY EQUIPMENT OPERATOR II				
	HRSL	HR SPECIALIST (LIBRARY)				
	MEC3	MECHANIC III				
	JCPO	PROBATION OFFICER				
	LBWM	WEB MASTER				
	WELD	WELDER				
19		\$39,188	\$47,418	\$58,798	\$18.84	\$22.80
	ACC1	ACCOUNTANT I				
	AICD	ASSET/INVENTORY CONTROL COORD				
	DRAS	CDBR-DR GRANTS ASSISTANT				
	CCCD	COURT CASE COORDINATOR				
	TXDC	DELINQUENT TAX COORDINATOR				
	DEPP	DEPUTY				
	DEPT	DEPUTY-PART TIME				
	DEPR	DEPUTY-REG PART TIME				
	DTOP	DETENTION OFFICER				
	DTPT	DETENTION OFFICER-PART TIME				
	EGA2	ENGINEERING AIDE II				
	ENCT	ENVIRONMENTAL CONTROL TECH				
	LLCP	LAW CLERK				
	PGCD	PARKS & GARDEN COORDINATOR				
	PATP	PATROL OFFICER				

Proposed Pay Plans
Dougherty County, GA

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mkt</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified						
19		\$39,188	\$47,418	\$58,798	\$18.84	\$22.80
PAPT	PATROL OFFICER (LIB)					
PAYC	PAYROLL COORDINATOR					
APPS	SENIOR APPRAISER					
AUDS	SENIOR AUDITOR					
LBTS	TECHNICAL SERVICES SPECIALIST					
20		\$41,148	\$49,789	\$61,738	\$19.78	\$23.94
CONS	CONSTRUCTION /MAINTENANCE SUPE					
HRSP	HR SPECIALIST I					
LFSP	LANDFILL SUPERVISOR					
BMSR	MAINTENANCE SUPERVISOR					
PCSP	PROCUREMENT SPECIALIST					
BMSS	SENIOR BUILDING MAINTENANCE SUPT.					
21		\$43,205	\$52,278	\$64,825	\$20.77	\$25.13
ACC2	ACCOUNTANT II					
ADAN	ADMINISTRATIVE ANALYST					
ADSR	ADMINISTRATIVE SUPERVISOR					
CORP	CORPORAL					
CTCS	COURT CLERK SUPERVISOR					
DRHS	HOUSING SPECIALIST (DR&G)					
EMSP	PARAMEDIC					
EMPF	PARAMEDIC/FTO					
EMPP	PARAMEDIC-PART TIME					
APPP	PRINCIPAL APPRAISER					
EGSR	SENIOR ENGINEERING AIDE					
LBST	SENIOR TECHNICAL SERVICES SPEC					
VTCO	VIDEO TECHNOLOGY COORDINATOR					
22		\$45,365	\$54,892	\$68,066	\$21.81	\$26.39
CONM	CONSTRUCTION /MAINTENANCE MGR					
JCIO	INTAKE OFFICER					
LLNV	LEGAL NAVIGATOR					
LLNP	LEGAL NAVIGATOR-PART TIME					
LFOM	LF OPERATIONS MANAGER					
PPMG	PERSONAL PROPERTY MANAGER					
PWSM	SHOP MANAGER					
SYAN	SYSTEMS ANALYST					
23		\$47,634	\$57,637	\$71,470	\$22.90	\$27.71
ACSP	ACCOUNTING SUPERVISOR					
LFOA	ADMIN OPERATIONS MANAGER					
APSA	APPRAISAL SYSTEM ANALYST					
JCIA	ASSISTANT CHIEF INTAKE OFFICER					
CCMR	COURT CASE MANAGER					
HRS2	HR SPECIALIST II					
EMS2	PARAMEDIC LEVEL II					
EMS2	PARAMEDIC LEVEL II/FTO					
SERG	SERGEANT					

**Proposed Pay Plans
Dougherty County, GA**

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mkt</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified						
24		\$50,015	\$60,519	\$75,043	\$24.05	\$29.10
	DAAC	DA CHIEF MANAGER				
	CCLD	DEPUTY COUNTY CLERK				
	JCCC	JUVENILE COURT CLERK				
	LBRN	LIBRARIAN				
	NTSP	NETWORK SPECIALIST				
	JCSI	SENIOR INTAKE OFFICER				
25		\$52,516	\$63,545	\$78,795	\$25.25	\$30.55
	CAPA	ASSISTANT CHIEF APPRAISER				
	EMAS	ASSISTANT SHIFT SUPERVISOR				
	SOEA	ASSISTANT SUPV OF ELECTIONS				
	EGSP	ENGINEERING SPECIALIST				
	DRHM	HOUSING CONSTRUCTION MANAGER (				
	INVS	INVESTIGATOR				
	LGAS	LEGAL ASSISTANT				
	LIEU	LIEUTENANT				
	LIEE	LIEUTENANT EXEMPT				
	SACS	SENIOR ACCOUNTING SUPERVISOR				
26		\$55,142	\$66,722	\$82,735	\$26.51	\$32.08
	ENCM	ENVIRONMENTAL CONTROL MANAGER				
28		\$60,794	\$73,561	\$91,215	\$29.23	\$35.37
	CAPT	CAPTAIN				
	INVD	DEPUTY CHIEF INVESTIGATOR				
	EMST	EMS TRAINING OFFICER				
	LBSM	SENIOR BRANCH MANAGER				
	LBSR	SENIOR LIBRARIAN				
	EMSS	SHIFT SUPERVISOR				
29		\$63,834	\$77,239	\$95,776	\$30.69	\$37.13
	DAAS	ASSISTANT DISTRICT ATTORNEY				
	DRCM	CASE MANAGER (DR&G)				
	DRGA	GRANTS ANALYST (DR&G)				
30		\$67,025	\$81,101	\$100,565	\$32.22	\$38.99
	PIOF	PUBLIC INFORMATION OFFICER				
31		\$70,377	\$85,156	\$105,593	\$33.83	\$40.94
	LBAD	ASSISTANT LIBRARY DIRECTOR				
	FMDA	ASST DIRECTOR OF FACILITIES MANAGEMENT				
	DRPM	PROGRAM MANAGER (DR&G)				
	SSDR	SUPPORT SERVICES DIRECTOR				
32		\$73,895	\$89,414	\$110,873	\$35.53	\$42.99
	CDPA	ASSISTANT CHIEF DEPUTY				
	CJLA	ASSISTANT CHIEF JAILER				
	EMSA	ASSISTANT EMS DIRECTOR				
	CAPR	CHIEF APPRAISER				
	CDCK	CHIEF DEPUTY CLERK				

**Proposed Pay Plans
Dougherty County, GA**

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mkt</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified						
32		\$73,895	\$89,414	\$110,873	\$35.53	\$42.99
	DASR SENIOR ASST DISTRICT ATTORNEY					\$53.30
33		\$77,590	\$93,884	\$116,416	\$37.30	\$45.14
	FNDA ASSISTANT FINANCE DIRECTOR					
	AHRD ASST HR DIRECTOR					
	EGPJ ENGINEERING MANAGER					
34		\$81,470	\$98,578	\$122,237	\$39.17	\$47.39
	PWDA ASSISTANT PUBLIC WORKS DIRECTOR					
	DRDR DRG DIRECTOR (DR&G)					
35		\$85,543	\$103,507	\$128,349	\$41.13	\$49.76
	CCLK COUNTY CLERK					
	EMSD EMS DIRECTOR					
	FMDR FACILITIES MANAGEMENT DIRECTOR					
	SWDR SOLID WASTE DIRECTOR					
	SOEL SUPERVISOR OF ELECTIONS					
36		\$89,820	\$108,683	\$134,767	\$43.18	\$52.25
	TXDR TAX DIRECTOR					
37		\$94,311	\$114,117	\$141,505	\$45.34	\$54.86
	CPOA ASSISTANT CHIEF OF POLICE					
	CJLR CHIEF JAILER					
	FNDR FINANCE DIRECTOR					
	HRDR HR DIRECTOR					
	LBDR LIBRARY DIRECTOR					
38		\$99,027	\$119,823	\$148,580	\$47.61	\$57.61
	CDPY CHIEF DEPUTY					
	PWDR PUBLIC WORKS DIRECTOR					
39		\$103,978	\$125,814	\$156,009	\$49.99	\$60.49
	CADA ASSISTANT COUNTY ADMINISTRATOR					
40		\$109,177	\$132,105	\$163,810	\$52.49	\$63.51
	ASJD ASSOCIATE JUDGE					

179 Active Proposed Classes in the Unified Pay Plan

Proposed Pay Plans
Dougherty County, GA

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mkt</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
179 Active Proposed Classes in Dougherty County, GA						

CLASS TITLE: ACCOUNTANT I	
GRADE LEVEL: 19	
STATUS: NON-EXEMPT	

Summary Objective

The purpose of this position is to provide accounting functions in conformance with generally accepted accounting principles (GAAP). The class is responsible for preparation, disbursement, maintenance, review, interpretation, analysis and reconciliation of assigned area of responsibility.

This class works under general supervision, independently developing work methods and sequences.

ESSENTIAL FUNCTIONS

The essential functions listed below are those that represent the majority of the time spent working in this class. Management may assign additional functions related to the type of work of the class as necessary.

- Balances and reconciles general ledger statements; prepares general journal.
- Analyzes and prepares financial statements for individual funds.
- Assists external auditors; performs research and generates reports.
- Tracks and reports federal grant funds expenditures; monitors sub-recipient agencies to ensure expenditure of allocated funds meet grant requirements.
- Maintains and analyzes assigned aspects of financial and accounting database and financial management system; enters, retrieves, and reviews accounting data from the financial management system; generates periodic accounting or statistical reports; analyzes expenditure trends and assists in preparation of the annual operating or capital improvement budget.
- Assists with daily cash management functions; analyzes daily cash activity, reviews account transaction exceptions, and identifies cash needs to meet daily obligations.
- Identifies, prepares, and processes wire transfers; manages cash flow, prepares detailed daily cash position statement, and validates checks for payment.
- Reconciles bank accounts, mutual funds and investment portfolios; creates and posts journal entries, monthly reconciliation of mutual funds, and investment portfolio.
- Identifies, researches, and resolves investment related problems; communicated findings with supervisor, financial institution representatives, auditors, or others.
- Assists with year-end activities, including but not limited to, administering grant expense reports and expiration, property tax, and prepaid account reconciliation.
- Performs related work as assigned.



CLASS TITLE: ACCOUNTANT I	
GRADE LEVEL: 19	
STATUS: NON-EXEMPT	

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

- Associate's Degree.
- Two (2) years of accounting, bookkeeping or related experience or an equivalent combination of education, training and experience.

PHYSICAL DEMANDS:

Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.

- Performs sedentary work that involves walking or standing some of the time and involves exerting up to 10 pounds of force on a regular and recurring basis or sustained keyboard operations.

UNAVOIDABLE HAZARDS (WORK ENVIRONMENT):

Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.

- None.

SPECIAL CERTIFICATIONS AND LICENSES:

- None.

AMERICANS WITH DISABILITIES ACT COMPLIANCE

Dougherty County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

STANDARD CLAUSES

May be required to work nights, weekends and holidays to meet the business needs of the County.

This job description is not designed to cover or contain a comprehensive listing of essential functions and responsibilities that are required of an employee for this job. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice.

ESSENTIAL SAFETY FUNCTIONS

It is the responsibility of each employee to comply with established policies, procedures and safe work practices. Each employee must follow safety training and instructions provided by their supervisor. Each employee must also properly wear and maintain all personal protective equipment required for their job. Finally, each employee must immediately report any unsafe work practices or unsafe conditions as well as any on-the-job injury or illnesses.

Every manager/supervisor is responsible for enforcing all safety rules and regulations. In addition, they are responsible for ensuring that a safe work environment is maintained, safe work practices are followed and employees are properly trained.

This Class Description does not constitute an employment agreement between Dougherty County and an employee and is subject to change by the County as its needs change.



AGREEMENT TO PROVIDE PROFESSIONAL MANAGEMENT CONSULTING SERVICES

THIS AGREEMENT, entered into this ____ day of April 2023 ("effective date") by and between **Management Advisory Group International, Inc.** (hereinafter called the "Consultant") and the City of South Fulton, GA (hereinafter called the "Client") (together referred to as the "parties").

WITNESSETH:

WHEREAS, the Client is interested in obtaining professional human resource and management consulting services to assist in developing plans and programs that conform to Federal, State, and local requirements and that will be approved by their representatives; and

WHEREAS, the Consultant is staffed with personnel knowledgeable and experienced in the development of human resource and management systems.

NOW, THEREFORE, for and in consideration of the services hereinafter contained, the parties hereby agree as follows:

1. **Employment of Consultant.** The Client agrees to engage the Consultant and the Consultant hereby agrees to perform the services described in the "Scope of Services" listed below.
2. **Scope of Services.** The Consultant shall do, perform and carry out in a good and professional manner human resource and management consulting services as may be requested by the Client, and included by reference herein is the Consultant's Proposal to the Client dated March 23, 2023 which details the proposed study timeline, work plan, and deliverables. (Exhibit "A")
3. **Time of Performance.** The services to be performed hereunder by the Consultant shall be undertaken and completed in such sequence so as to ensure their expeditious completion and best carry out the purposes of the agreement. The project will commence within ten (10) days of notification to proceed and will be completed within a 150-day time period or as agreed to by the Consultant and the Client.
4. **Method of Payment.** Total cost of the proposed scope of services is \$34,900. Ten percent (10%) of the total agreement amount shall be held back by Client - payable to Consultant upon successful completion of the services. Twenty percent (20%) of the total agreement amount will be paid to Consultant within (7) days from the effective date of this agreement and upon Consultant providing Client an invoice for said amount. Additional payments shall be due and payable in accordance with periodic invoices based upon work performed toward delivery of final reports and products as described herein.

5. **Changes and Additional Services.** The Client may, from time to time, require changes in the “Scope of Services” of the Consultant to be performed hereunder. Such changes, which are mutually agreed upon by and between the Client and the Consultant, shall be incorporated in written amendment to this agreement. The written amendment shall identify whether said change(s) alter the total agreement amount. For services not included in the “Scope of Services”, a rate of \$ 200 per professional hour expended and \$ 55 per clerical hour expended, plus expenses will be charged. Any expenses for work done beyond the scope of services anticipated under this agreement will be approved prior to undertaking.

6. **Services and Materials to be Furnished by the Client.** The Client shall furnish the Consultant with all available necessary information pertinent to the execution of this agreement. The Client shall cooperate with the Consultant in scheduling and carrying out the work herein.

7. **Rights to Terminate Agreement.** The terms of this agreement shall be in effect through and including June 2023. Either party shall have the right to terminate this agreement with or without cause, by giving written notice to the other party of such termination at least thirty (30) days before the effective date of such termination. Consultant shall be entitled to compensation for services rendered and expenses incurred through the effective date of termination.

8. **Indemnification.** Subject to Section 9, Limitation of Liability, set forth herein, Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless Client for any amounts (including reasonable attorney’s fees) for which the Client shall become legally obligated to pay as damages for negligent acts, errors and/or omissions of the Consultant arising out of the Consultant's performance under this agreement.

9. **Limitation of Liability.** The Client agrees that the Consultant's total aggregate of liability hereunder (whether contractual, statutory, tortious or otherwise) for damages on any one or more or all claims (regardless of the number of different or other claims, claimants or occurrences) shall not exceed the total of professional fees actually paid under this agreement. The Client further agrees that the Consultant shall not be liable to the Client for any indirect, incidental, special or consequential damages, any lost profits or any claim or demand against the Client by any other party, arising out of or in connection with the performance of services hereunder.

10. **Information and Reports.** The Consultant shall, at such time and in such form as the Client may require, furnish such periodic reports concerning the status of the project as may be requested by the Client. The Consultant shall furnish the Client, upon request, with copies of all documents and other materials prepared or developed in relation with or as a part of the services herein.
11. **Matters to be Disregarded.** The titles of the several sections, subsections, and paragraphs set forth in this agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this agreement.
12. **Completeness of Agreement.** This agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all of the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this agreement or any part thereof shall have any validity or bind any of the parties hereto.
13. **Personnel.** The Consultant represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such personnel shall not be employees of or have any contractual relationship with the Client. All of the personnel engaged in the services herein shall be fully qualified to perform such services.
14. **Signatures.** The Parties, may execute this agreement in counterparts. Each executed counterpart shall be deemed an original and all of them, together, shall constitute one and the same agreement.

15. **Notices.** Any notices, bills, invoices, or reports required by this agreement shall be sufficient if sent by the parties hereto in the United States mail, postage paid, to the address noted below.

As to Client:	As to Consultant: Management Advisory Group International, Inc. 12730 Fair Lakes Circle, Suite 600 Fairfax, VA 22033
---------------	--

[Signature page and exhibits to follow]

IN WITNESS WHEREOF, All of the above occurred as of the date first written below; this agreement shall be binding on Consultant beginning on the date it is accepted and executed by Client.

Consultant:

Client:

Management Advisory Group International, Inc.
12730 Fair Lakes Circle, Suite 600
Fairfax, VA 22033

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:40 p.m. Request Council Approval for permission for the City Manager to enter into negotiations with Omega 14, Inc. for the purpose of a Concert Promotion Services Annual Contract for the City of South Fulton in response to the scope of work in RFP#23-14.

DATE: April 25, 2023

SUBJECT: 6:40 p.m. Request Council Approval for permission for the City Manager to enter into negotiations with Omega 14, Inc. for the purpose of a Concert Promotion Services Annual Contract for the City of South Fulton in response to the scope of work in RFP#23-14.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
RFP 23-14 Eval Summary for CC Agenda April 2023	Cover Memo	4/21/2023

KAREN SLATON-DIXON
FINANCE DIRECTOR

**HONORABLE MAYOR
& CITY COUNCIL**

KHALID KAMAU
MAYOR

DR. CATHERINE F. ROWELL
DISTRICT 1

CARMALITHA GUMBS
DISTRICT 2

HELEN ZENOBIA WILLIS
DISTRICT 3

JACEEY SEBASTIAN
DISTRICT 4

COREY A. REEVES
DISTRICT 5

NATASHA WILLIAMS-BROWN
DISTRICT 6

LINDA PRITCHETT
DISTRICT 7

TO: Donald Toms, Interim City Manager
Karen Slaton-Dixon, Finance Director

FROM: Keisha L. Dixon, Procurement Officer 

RE: Request for Proposal (RFP) #23-14 Concert Promotion Services Annual Contract for the City of South Fulton

DATE: April 21, 2023

Background

The purpose of this RFP was to solicit proposals from qualified firms that are experienced in providing Concert Promotion Services. The City desires to contract with a firm who can provide an immersive entertainment experience that will attract visitors from across the region. The Wolf Creek Amphitheater is strategically positioned to become a regional leader in arts and entertainment. The original RFP (#23-12) for concert promotion services was not awarded and canceled. The proponents were notified via letter (sent by email).

The RFP (#23-14) was resubmitted on April 14, 2023 and closed on April 20, 2023 @9:00am. A pre-proposal conference was held on April 17, 2023. Only one potential bidder joined the conference. There were ten (10) organizations that downloaded the RFP. Four bids were submitted before the assigned deadline. They are as follows:

Omega 14, Inc.
Royal Entertainment, LLC
The Collective Professional Resource Group
The Right Productions, Inc.

The evaluation committee for this RFP consisted of three fulltime City of South Fulton employees:

Karin Smoot, Special Projects Manager
Martha Anderson, Deputy Director, General Services
Chakira Johnson, City Engineer

The evaluation results yielded **Omega 14, LLC** as the qualified and most responsive proponent. The scoring results were as follows:

Omega 14, LLC	291/300
Royal Entertainment, LLC	disqualified because cost proposal was submitted WITH technical proposal instead of separately as requested.
The Collective Professional Group	215/300
The Right Productions, Inc.	disqualified because cost proposal was submitted WITH technical proposal instead of separately as requested.

Attached are copies of the evaluation scoring sheet from each evaluator. If you have any questions, please let me know.



DEPARTMENT OF
FINANCE & ADMINISTRATION

KAREN SLATON-DIXON
FINANCE DIRECTOR

HONORABLE MAYOR
& CITY COUNCIL

KHALID KAMAU
MAYOR

DR. CATHERINE F. ROWELL
DISTRICT 1

CARMALITHA GUMBS
DISTRICT 2

HELEN ZENOBIA WILLIS
DISTRICT 3

JACEY SEBASTIAN
DISTRICT 4

COREY A. REEVES
DISTRICT 5

NATASHA WILLIAMS-BROWN
DISTRICT 6

LINDA PRITCHETT
DISTRICT 7

EVALUATION CRITERIA FORM

Evaluation Committee Member Name: Martha Anderson Martha Anderson 02/21/2023
Solicitation Number: **RFP 23-14 Concert Promotion Annual Contract**

Weight	ITEM FOR EVALUATION	Vendor Name Omega 14, Inc.	Vendor Name Royal Entertainment, LLC	Vendor Name The Collective Professional Resource Group	Vendor Name The Right Productions, Inc
25	Understanding the Scope of Services	22	Disqualified (see Below) *	20	Disqualified (see Below) *
20	Organizational Qualifications	18		15	
20	Project Management and Personnel	18		15	
10	Financial Capability	8		0	
25	Cost Proposal	25		20	
100	Total Score	91		70	

Evaluator: Please provide written justification for any disqualifications and/or score below 50%:

*Royal Entertainment LLC did not follow Guidelines. The Price Proposal was included in the technical specification Bid

*The Right Production did not follow Guidelines. The Price Proposal was included in the technical specification Bid

**DEPARTMENT OF
FINANCE & ADMINISTRATION**

KAREN SLATON-DIXON
FINANCE DIRECTOR

EVALUATION CRITERIA FORM

HONORABLE MAYOR
& CITY COUNCIL
KHALID KAMAU
MAYOR

DR. CATHERINE F. ROWELL
DISTRICT 1
CARMALITHA GUMBS
DISTRICT 2

HELEN ZENOBIJA WILLIS
DISTRICT 3
JACEEY SEBASTIAN
DISTRICT 4

COREY A. REEVES
DISTRICT 5
NATASHA WILLIAMS-BROWN
DISTRICT 6

LINDA PRITCHETT
DISTRICT 7

Evaluation Committee Member Name: Karin Smart
Solicitation Number: **RFP 23-14 Concert Promotion Annual Contract**

Weight	ITEM FOR EVALUATION	Vendor Name Omega 14, Inc.	Vendor Name Royal Entertainment, LLC	Vendor Name The Collective Professional Resource Group	Vendor Name The Right Productions, Inc
25	Understanding the Scope of Services	25	Disqualified	25	Disqualified
20	Organizational Qualifications	20	Disqualified	15	Disqualified
20	Project Management and Personnel	20	Not a Bidder	10	Not a Bidder
10	Financial Capability	10	Not a Bidder	0	Not a Bidder
25	Cost Proposal	25		20	
100	Total Score	100		70	

Evaluator: Please provide written justification for any disqualifications and/or score below 50%:

Procal Ent. LLC - did not follow directions
cost proposal included in the technical specification
The Right Prod. Inc. did not follow directions
cost proposal included in their technical specification

Karin Smart 4/21/2023

DEPARTMENT OF
FINANCE & ADMINISTRATION

KAREN SLATON-DIXON
FINANCE DIRECTOR

EVALUATION CRITERIA FORM

HONORABLE MAYOR
& CITY COUNCIL

KHALID KAMAU
MAYOR

DR. CATHERINE F. ROWELL
DISTRICT 1

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JACEY SEBASTIAN
DISTRICT 4

COREY A. REEVES
DISTRICT 5

NATASHA WILLIAMS-BROWN
DISTRICT 6

LINDA PRITCHETT
DISTRICT 7

Evaluation Committee Member Name: Chakira Johnson
Solicitation Number: **RFP 23-14 Concert Promotion Annual Contract**

Weight	ITEM FOR EVALUATION	Vendor Name Omega 14, Inc.	Vendor Name Royal Entertainment, LLC	Vendor Name The Collective Professional Resource Group	Vendor Name The Right Productions, Inc
25	Understanding the Scope of Services	25	Disqualified	20	Disqualified
20	Organizational Qualifications	20	see below	15	see below
20	Project Management and Personnel	20		20	
10	Financial Capability	10		0	
25	Cost Proposal	25		20	
100	Total Score	100		75	

Evaluator: Please provide written justification for any disqualifications and/or score below 50%:

- Royal Entertainment LLC included cost proposal with technical proposal, required to be separate.
- The Collective Professional Resource Group did not provide their financial capability statements and forms.
- The Right Productions, Inc included cost proposal with technical proposal, required to be separate.

Chakira Johnson 4/21/23

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:45 p.m. Request Council Approval to purchase one large pool vehicle- 2023 Ford Expedition to accommodate employees and encourage carpooling in the amount of \$60,000 to be funded from the Public Works Department Capital Budget for Vehicles.

DATE: April 25, 2023

SUBJECT: 6:45 p.m. Request Council Approval to purchase one large pool vehicle- 2023 Ford Expedition to accommodate employees and encourage carpooling in the amount of \$60,000 to be funded from the Public Works Department Capital Budget for Vehicles.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Quote - 2023 Expedition-PKA11984 signed quote (1)	Cover Memo	4/21/2023

2023 Expedition 4dr 4x4 XL (U1G)

Price Level: 345



Client Proposal

Prepared by:

Roger Moore

Date: 04/19/2023



Wade Ford, Inc. | 3860 South Cobb Drive, Smyrna, Georgia, 30080



Prepared by: Roger Moore

04/19/2023

Wade Ford, Inc. | 3860 South Cobb Drive Smyrna Georgia | 30080

2023 Expedition 4dr 4x4 XL (U1G)

Price Level: 345

Pricing Summary - Single Vehicle

MSRP

Vehicle Pricing

Base Vehicle Price	\$57,205.00
Options	\$3,375.00
Colors	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$1,895.00
Subtotal	\$62,475.00

Pre-Tax Adjustments

Code	Description	MSRP
GPC	Ford Government Discount	-\$2,500.00
Total	I have stock # PEA11984 Marked for City of South Fulton. Please let me know ASAP if you will or will not be taking this unit. Very few anywhere around in inventory.	PO Amount \$59,975.00

Customer Signature

Acceptance Date



Prepared by: Roger Moore

04/19/2023

Wade Ford, Inc. | 3860 South Cobb Drive Smyrna Georgia | 30080

2023 Expedition 4dr 4x4 XL (U1G)

Price Level: 345

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
U1G	Base Vehicle Price (U1G)	\$57,205.00
Powertrain		
998	Engine: 3.5L EcoBoost V6	Included
44U	Transmission: 10-Speed Automatic w/SelectShift	Included
62E_	ControlTrac w/3.73 Axle Ratio <i>Includes eLSD (Electronic Limited-Slip Differential).</i>	\$1,500.00
	<i>Includes:</i> - 2-Speed Automatic 4WD <i>Includes neutral towing capability.</i>	
STDGV	GVWR: 7,450 lbs	Included
Wheels & Tires		
STDTR	Tires: P275/65R18 AT	Included
STDWL	Wheels: 18" Machined-Face Aluminum <i>Includes magnetic-painted pockets.</i>	Included
Seats & Seat Trim		
L	Cloth Front Captain's Chairs <i>5-passenger seating. Includes 8-way power driver seat (power function for tilt and lumbar, manual recline), 4-way manual passenger seat (fore/aft, recline) and 2-way manually adjustable head restraints.</i>	Included
Other Options		
PAINT	Monotone Paint Application	STD
122WB	122" Wheelbase	STD
STDRD	Radio: AM/FM Stereo w/MP3 Capable <i>Includes speed-compensated volume and 6 speakers, connected navigation with 90-day trial, pinch-to-zoom capability, live traffic, predictive destinations and route guidance and one box search.</i>	Included
52L	Auto Start-Stop Removal	-\$50.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Roger Moore

04/19/2023

Wade Ford, Inc. | 3860 South Cobb Drive Smyrna Georgia | 30080

2023 Expedition 4dr 4x4 XL (U1G)

Price Level: 345

As Configured Vehicle (cont'd)

Code	Description	MSRP
	Required option.	
47B	1st & 2nd Row Floor Liners w/Carpet Mats <i>Includes standard color-keyed carpet floor mats - front and second rows.</i>	\$200.00
153	Front License Plate Bracket <i>Standard in states requiring two license plates and optional to all others.</i>	N/A
536	Heavy-Duty Trailer Tow Package <i>Includes:</i> - 26mm Engine Radiator - Integrated Trailer Brake Controller - Pro Trailer Backup Assist - Rear View Digital Camera - Reverse Brake Assist - 2-Speed Automatic 4WD <i>Includes neutral towing capability.</i>	\$795.00

Fleet Options

41K	Skid Plates	\$100.00
101A	Equipment Group 101A Mid Package (Fleet) <i>Includes:</i> - Engine: 3.5L EcoBoost V6 - Transmission: 10-Speed Automatic w/SelectShift - GVWR: 7,450 lbs - Tires: P275/65R18 AT - Wheels: 18" Machined-Face Aluminum <i>Includes magnetic-painted pockets.</i> - Cloth Front Captain's Chairs <i>5-passenger seating. Includes 8-way power driver seat (power function for tilt and lumbar, manual recline), 4-way manual passenger seat (fore/aft, recline) and 2-way manually adjustable head restraints.</i> - Radio: AM/FM Stereo w/MP3 Capable <i>Includes speed-compensated volume and 6 speakers, connected navigation with 90-day trial, pinch-to-zoom capability, live traffic, predictive destinations and route guidance and one box search.</i> - 3rd Row 60/40 PowerFold Seat (Fleet) <i>Deletes standard 3rd row storage bins. Includes 8-passenger seating, power recline and smart charging multimedia USB ports - First Row - one (1) 'A' and one (1) 'C', second row - one (1) 'A' and one (1) 'C' in the back side of the center floor console, third row - right and left, each side with two (2) 'A'.</i> - SiriusXM w/360L	\$830.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Roger Moore

04/19/2023

Wade Ford, Inc. | 3860 South Cobb Drive Smyrna Georgia | 30080

2023 Expedition 4dr 4x4 XL (U1G)

Price Level: 345

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes super categories/live sports categories, 'For You' recommendations, SiriusXM listener profiles and three (3)-month prepaid subscription. Service is not available in Alaska and Hawaii. Trial length and service availability may vary by model, model year or trim. SiriusXM audio and data services each require a subscription sold separately, or as a package, by Sirius XM Inc. Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM customer agreement for complete terms at www.siriusxm.com. All fees and programming subject to change. Not all vehicles or devices are capable of receiving all services offered by SiriusXM. Current information and features may not be available in all locations, or on all receivers. Satellite and streaming lineups vary slightly. Sirius, XM, SiriusXM and all related marks and logos are trademarks of Sirius XM Inc.</i>	
87P	3rd Row 60/40 PowerFold Seat (Fleet)	Included
	<i>Deletes standard 3rd row storage bins. Includes 8-passenger seating, power recline and smart charging multimedia USB ports - First Row - one (1) 'A' and one (1) 'C', second row - one (1) 'A' and one (1) 'C' in the back side of the center floor console, third row - right and left, each side with two (2) 'A'.</i>	
Emissions		
425	50 States Emissions System	STD
Exterior Color		
UM_03	Agate Black Metallic	N/C
Interior Color		
LH_02	Black Onyx w/Cloth Front Captain's Chairs	N/C
SUBTOTAL		\$60,580.00
Destination Charge		\$1,895.00
TOTAL		\$62,475.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Roger Moore
04/19/2023

Wade Ford, Inc. | 3860 South Cobb Drive Smyrna Georgia | 30080

2023 Expedition 4dr 4x4 XL (U1G)
Price Level: 345

Warranty

Standard Warranty

Basic Warranty

Basic warranty 36 months/36,000 miles

Powertrain Warranty

Powertrain warranty 60 months/60,000 miles

Corrosion Perforation

Corrosion perforation warranty 60 months/unlimited

Roadside Assistance Warranty

Roadside warranty 60 months/60,000 miles

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:50 p.m. First Read of An Ordinance To Amend Title 1, Administration, Chapter 9 Purchasing, Contracting And Disposition Of Property Of The Code Of Ordinances, City Of South Fulton, GA To Modify The City Manager's Purchasing Authority

DATE: April 25, 2023

SUBJECT: 6:50 p.m. First Read of An Ordinance To Amend Title 1, Administration, Chapter 9 Purchasing, Contracting And Disposition Of Property Of The Code Of Ordinances, City Of South Fulton, GA To Modify The City Manager's Purchasing Authority

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
City Manager Authority Procurement Ordinance	Cover Memo	4/21/2023
COSF Memorandum FIS City Manager Authority Procurement Ordinance	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-_____

**AN ORDINANCE TO AMEND TITLE 1, ADMINISTRATION, CHAPTER 9
PURCHASING, CONTRACTING AND DISPOSITION OF PROPERTY OF THE CODE
OF ORDINANCES, CITY OF SOUTH FULTON, GA TO MODIFY THE CITY
MANAGER’S PURCHASING AUTHORITY AND FOR OTHER LAWFUL PURPOSES.**

(Sponsored by _____)

WHEREAS, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the City desires to amend its code of ordinances through this Ordinance to increase the purchasing authority of the City Manager; and

WHEREAS, the City Council finds that this Ordinance is in the best interests of the health and general welfare of the City, its residents and general public.

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

Section 1. The Code of Ordinances, City of South Fulton, Georgia, Title 1, Administration, Chapter 9 Purchasing, Contracting and Disposition of Property, is hereby amended as follows:

TITLE 1 – ADMINISTRATION

Chapter 9 – Purchasing, Contracting and Disposition of Property

1-9001. City manager authorization.

The city manager shall be authorized, in addition to the mayor, to sign all lawful contracts approved by the city to the extent allowed by law. In addition, the city manager may make purchases on behalf of the city as to approved appropriations within the city budget, up to the amount of \$100,000.00 per transaction, with the exception that he may not in any calendar month obligate the city to any sum in excess of the monthly budget or one-twelfth of the annual approved city budget authorizing such expense.

1-9004. Purchasing, generally.

(i) *Responsibilities, generally.*

(1) *Purchasing agent.* The city manager and chief financial officer are responsible for establishing overall policies and procedures to ensure the integrity of the purchasing program throughout the city. Primary roles and responsibilities include:

- a. Responsible for overseeing the day to day purchasing activity and ensuring the city purchasing policies, procedures and ordinances are followed.
- b. Reviewing purchasing ordinance violations and determining disciplinary action based upon the purchasing policies, procedures, and ordinances.
- c. Review and approve proposed formal solicitations prior to issuance.
- d. Review all requisition and purchasing contracts.
- e. Review and approve all purchasing contracts and change orders \$100,000.00 or less (city manager).

(j) *Purchasing thresholds.*

- (1) For goods, services, and professional services \$2,501.00 and below, upon approval by the purchasing manager, the user department shall obtain goods and services most advantageous to the city through direct purchase through the use of a requisition or p-card.
- (2) For goods and services between \$2,501.00 and \$25,000.00, the user department shall obtain, where possible, at least three written quotes, subject to approval by the city manager.
- (3) For professional services between \$2,501.00 and \$25,000.00, a quality based selection process will be used, subject to approval of the award by the city manager. The department head shall justify the choice in writing to be attached to the requisition.
- (4) For goods and services \$25,001.00 and above, the purchasing department will use a formal procurement process. The purchasing manager shall issue the solicitation and make a recommendation to the city manager for approval.
- (5) For professional services \$25,001.00 and above, a quality based selection process will be used. The purchasing department will use a formal procurement process. The purchasing manager shall issue the solicitation and make a recommendation to the city manager for approval.
- (6) For goods and services \$100,001.00 and above, the purchasing department will use a formal procurement process. The purchasing manager shall issue the solicitation and make a recommendation to city council for approval.
- (7) For professional services \$100,001.00 and above, a quality based selection process will be used. The purchasing department will use a formal procurement process. The purchasing manager shall issue the solicitation and make a recommendation to city council for approval.

Good and services

\$ Threshold	Purchasing Method	Responsibility	Approval
>\$100,000	Formal Procurement Process	Purchasing Department	City Council
\$25,001-\$100,000	Formal Procurement Process	Purchasing Department	City Manager
\$2,500—\$25,000	Three (3) Written Quotes	User Department	City Manager
<\$2,500	Non-Competitive	User Department	Purchasing Manager

Professional services

\$ Threshold	Purchasing Method	Responsibility	Approval
>\$100,000	RFQ	Purchasing Department	City Council
\$25,000-\$100,000	RFQ	Purchasing Department	City Manager
\$2,501—\$25,000	RFQ with Department head Justification	User Department	City Manager
<\$2,500	Non-Competitive	User Department	Purchasing Manager

(k) *Non-competitive* procurements. The provisions of this chapter shall apply to the procurement of goods and services, when determined to be in the best interest of the city and not in conflict with the requirements of state law.

(4) *Emergency* procurement.

b. *Above defined thresholds*. In the event the amount to be expended for an emergency exceeds \$100,000.00, the city manager, at a special called council meeting, shall formally communicate the emergency expenditure in a detailed written report to the city council for approval. The report shall include:

1. The basis for the emergency,
2. The name of the selected and/or anticipated contractor,
3. The amount and length of the contract,
4. A copy of the proposed contract, where practicable,
5. A listing of the item(s) to be procured, and
6. The location within the budget where the funds are requested to be pulled.

Section 2. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 3. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 4. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 5. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: April 23, 2023

SUBJECT: City Manager Authority Procurement Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance to amend Title 1, Administration, Chapter 9 Purchasing, Contracting, and Disposition of Property of the Code of Ordinances, City of South Fulton, GA to modify the City Manager's purchasing authority.

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:55 p.m. Request Council Approval of A Resolution to Amend Resolution No. 2022-029 Amending Protocols For Members of the Public Making Comments

DATE: April 25, 2023

SUBJECT: 6:55 p.m. Request Council Approval of A Resolution to Amend Resolution No. 2022-029 Amending Protocols For Members of the Public Making Comments

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Res2023 Resolution Amending Res2022-029 Protocols for Members Making Public Comments	Cover Memo	4/21/2023

A RESOLUTION TO AMEND RESOLUTION NO. 2022-029 REQUIRING CERTAIN PROTOCOLS FOR MEMBERS OF THE PUBLIC AND CITY OF SOUTH FULTON BUSINESS OWNERS MAKING COMMENTS; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Mayor khalid kamau)

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, in our system of representative government, the Mayor and City Council members are charged with the responsibility of informing themselves and making sound decisions that affect the lives of the residents of the City; and

WHEREAS, it is a commonly accepted practice in Georgia cities to provide an opportunity for members of the public to give comment as part of City Council meetings; and

WHEREAS, it is the desire of the Mayor and the Council that citizens be provided the opportunity to make comments at City Council meetings in accordance with established procedures; and

WHEREAS, the Mayor and City Council through Resolution numbers 2018-006 and subsequent Resolution number 2022-029 which amended its predecessor resolution that established guidelines and procedures for public comment; and

WHEREAS, it is important to provide a fair and open response to questions presented to the Mayor and Council, so that citizens are informed and engaged in our local government.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY RESOLVES that Resolution No. 2018-006 **2022-029** is amended as follows:

Under Section 1. Public Comment Guidelines: subsections (a) and (e) of the City of South Fulton Resolution 2022-029 (Protocols for Members of the Public Making Comments) be amended to read as follows:

Section 1. Public Comment Guidelines: The City of South Fulton believes that any member of the general public should be afforded the opportunity to address the Mayor and City Council provided that designated rules are followed by the speaker. Any member of the public **and City of South Fulton business owners** who wishes to address the Mayor and City Council and offer public comment on items within the Mayor and City

Council's jurisdiction, may do so during the Public Comment period of the meeting. However, no formal action will be taken on matters that are not part of the posted agenda.

a. Members of the general public and **City of South Fulton business owners** wishing to make public comments at a City of South Fulton City Council Meeting must be residents of the City of South Fulton or **if said speaker is a business owner seeking to comment, he/she must be properly registered and in good standing with the City**, excepting that county, state, and federal elected officials shall be allowed to speak regardless of city of residence.

b. Comments shall be limited to two (2) minutes per speaker. A bell will signal the end of each speaker's time. In consideration of other persons who are registered to speak, speakers shall conclude their comments promptly upon the bell sounding. Speakers who do not promptly conclude their comments shall have their microphone disabled.

c. Public comments shall be limited to only those items appearing on the current City Council meeting agenda. Comments on issues/topics not appearing on the current City Council meeting agenda shall not be allowed. Anyone who demonstrates these behaviors shall have their microphone disabled and, if necessary, shall be removed from the meeting.

d. Each speaker must complete and submit a Request to Speak form in its entirety prior to the beginning of the meeting.

e. The person **or City of South Fulton business owner** desiring to speak should rise, address the City Council, and when recognized, state their name, **residential or business** address, the agenda item that they are addressing, and the City Council district in which they reside.

f. All remarks shall be addressed to the council as a whole and not to any member.

g. To ensure the opportunity for all those desiring to speak before the City Council, there is no yielding of time to another speaker.

h. Speakers may not disrupt a City Council meeting by speaking **for** too long, by being unduly repetitious, or by extending discussion of irrelevancies.

i. Speakers may not employ obscenities, or threats of violence in their comments. Anyone who demonstrates these behaviors shall have their microphone disabled and, if necessary, shall be removed from the meeting. If he or she refuses to cooperate with such a decision, the City of South Fulton Police Department shall escort the speaker out of the meeting and the speaker shall be banned from the next three public meetings.

j. Speakers shall not be allowed to make remarks that have been legally recognized to not be protected speech, (e.g., fighting words, libel, or slanderous) comments while addressing the council. Anyone who demonstrates these behaviors shall have their

microphone disabled and, if necessary, shall be removed from the meeting. If he or she refuses to cooperate with such a decision, the City of South Fulton Police Department shall escort the speaker out of the meeting and the speaker shall be banned from the next three public meetings.

k. Speakers may not use public comments to campaign for political office either for themselves or on behalf of other candidates for the purposes of limiting political influence on City employees and encouraging orderly and efficient meetings.

l. The City Clerk shall provide a copy of these rules to each person prior to or while they are registering to speak at the City Council meeting and shall keep a copy posted in the council chambers at the place where the public addresses the council.

Section 2. Responses to Questions. The City Manager or his or her designee shall observe the comments made to the Council, and if a question is posed by a member of the public who provides his or her email address or phone number, the City Manager or his or her designee shall make every reasonable effort to answer the question within two business days. However, this requirement may be waived for dignitaries, elected officials, and other individuals at the discretion of any Councilmember or the Mayor.

If any speaker is a citizen of the City of South Fulton, the City Manager or his or her designee, shall apprise the councilmember in whose district the speaker resides to inform him or her of issues or concerns raised by a speaker. The City Manager or his or her designee shall also provide the councilmember **with** the answer or resolution, if any, provided to the speaker by City staff.

The Council acknowledges that questions may be posed by members of the public which cannot be answered to the satisfaction of the speaker. However, even if the City Manager or his or her designee cannot answer a speaker's question, they shall contact the speaker and explain the limitations of the request. Reasons for failing to provide an answer may include, but are not limited to: the question falls outside the control, administration, or purview of the City; the answer requires the release of confidential information; the answer destroys attorney-client privilege or confidentiality; the question addresses a personnel matter; the question is one that cannot be answered with facts; the question requires the disclosure of personal identifying information; the question requires disclosure of discussions in executive session; the question requires the disclosure of information obtained in an incomplete investigation; the question requires disclosure of any information that would otherwise be exempt from disclosure pursuant to O.C.G.A. § 50-18-72(a); the question, in the discretion of the City Manager or his or her designee cannot otherwise be answered.

Section 3. Posting of Responses to Questions. The City Council seeks to provide transparency in government. However, the Council also acknowledges that the responses to some questions posed by citizens may reveal information about the speaker which should not be made publicly available. Therefore, when responding to a speaker's question, the City Manager or his or her designee shall determine whether, in his or her

view, the response to the question contains information that would benefit the public generally without revealing any information about the speaker that should not be made publicly available. If a determination is made in the affirmative, the City Manager or his or her designee shall make every reasonable effort to include that information in the "How Do I" section of the City's website.

Section 4. Amendments are shown with strikethrough to denote text to be deleted and bold underline to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 5. Severability. To the extent that any portion of this Resolution is declared invalid, unenforceable, or non-binding, that shall not affect the remaining portions of this Resolution.

Section 6. Repeal of Conflicting Provisions. All City resolutions are hereby repealed to the extent they are inconsistent with this Resolution.

Section 7. Effective Date. This Resolution shall take effect immediately.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:00 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Ordinance To Amend Section 1-3002, Subsection (m) Executive Session, Chapter 3 - Mayor and Council of Title 1 - Administration, Regarding The Designation Of An Official Person Authorized To Take The Required Minutes During Executive Session; To Prohibit The Unauthorized Recordation Of Executive Session

DATE: April 25, 2023

SUBJECT: 7:00 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Ordinance To Amend Section 1-3002, Subsection (m) Executive Session, Chapter 3 - Mayor and Council of Title 1 - Administration, Regarding The Designation Of An Official Person Authorized To Take The Required Minutes During Executive Session; To Prohibit The Unauthorized Recordation Of Executive Session

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Veto 3 of 4_ Executive Session Ordinance	Cover Memo	4/21/2023
COSF Memorandum FIS Amend Sec1-3002 (m) Recording Executive Session	Cover Memo	4/24/2023



MAYOR'S VETO

Section 3.21. Submission of Ordinance to the Mayor

Every ordinance, resolution, or other action adopted by the city council shall be presented to the mayor for signature within two business days following the adoption of such ordinance, resolution, or other action by the city council. The mayor shall have the right to veto any ordinance, resolution, or other action adopted by the city council, in accordance with the procedures set forth in this section.

The mayor, within five business days following receipt of an ordinance, resolution, or other action adopted by the city council, shall return it to the city clerk with or without the mayor's approval or with the mayor's veto. If an ordinance, resolution, or other action adopted by the city council has been approved by the mayor or if it is returned to the city clerk neither approved nor disapproved, it shall become law upon its return to the city clerk. However, if the mayor fails to return an ordinance, resolution, or other action adopted by the city council to the city clerk within five business days of receipt, it shall become law at 12:00 Midnight on the fifth business day after receipt. If an ordinance, resolution, or other action adopted by the city council is vetoed by the mayor, the mayor shall submit to city council, through the city clerk, the reason for the mayor's veto. The city clerk shall record upon the ordinance, resolution, or other action adopted by the city council the date of its delivery to and its receipt from the mayor.

An ordinance, resolution, or other action adopted by the city council vetoed by the mayor shall automatically be on the agenda at the next regular meeting of the city council for reconsideration. Votes to override mayoral vetoes shall only occur at regular scheduled meetings of the city council and cannot occur at a special meeting or emergency meeting. If the minimum number of councilmembers necessary to vote to override the veto are not present, the action may be continued until the next meeting at which such minimum number of councilmembers are present. The city council may override a veto by the mayor and adopt any ordinance, resolution, or other action adopted by the city council that has been vetoed by the mayor by the affirmative votes of at least five councilmembers, not including the mayor.

Date of Adoption: 3/28/2023 **Item Number:** ORD2023-004

Subject: AN ORDINANCE TO AMEND SECTION 1-3002, SUBSECTION (m) EXECUTIVE SESSION, CHAPTER 3 - MAYOR AND COUNCIL OF TITLE 1 - ADMINISTRATION, REGARDING THE DESIGNATION OF AN OFFICIAL PERSON AUTHORIZED TO TAKE THE REQUIRED MINUTES DURING EXECUTIVE SESSION; TO PROHIBIT THE UNAUTHORIZED RECORDATION OF EXECUTIVE SESSION; AND FOR OTHER LAWFUL PURPOSES. Approved 7-0

Reason for Veto: SEE THE ATTACHED DOCUMENT

Date to Mayor: 3/30/2023 **Date of Veto:** 4/5/2023

Mayor's Signature: _____

Date Received by City Clerk: _____

Date to Councilmembers: _____

Date of next Regular Meeting of City Council: April 25, 2023

Action Taken at _____ **City Council Meeting:** _____

From: [khalid kamau](#)
To: [Corey Adams](#)
Cc: [Mayor khalid](#)
Subject: Veto 3 of 4: Executive Session Ordinance
Date: Wednesday, April 5, 2023 9:15:50 PM
Attachments: [Executive Session Ordinance.pdf](#)
[image001.png](#)

This Ordinance is a violation of the Constitution and the Georgia Open Meetings Act.

Those in power can kill one, two or a hundred roses — but they cannot stop the coming of Spring.

Lula Da Silva



Mayor khalid

City of South Fulton, GA

470.809.7710

[Click Here to Report Issues via See.Click.Fix.](#) or Call Hotline:

470.552.4311

470.809.7721 Public Advocate

[Learn More About South Fulton](#)

Text FULTON to 33777 to sign up for the Mayor's Newsletter & Mobile Alerts.

From: CoSF Copier <cosfcopier@cityofsouthfultonga.gov>

Date: Wednesday, April 5, 2023 at 20:11

To: khalid kamau <khalid.kamau@cityofsouthfultonga.gov>

Subject: Executive Session Ordinance



MAYOR'S SIGNATURE PAGE

Every ordinance, resolution, or other action adopted by the city council shall be presented to the mayor for signature within two business days following the adoption of such ordinance, resolution, or other action by the city council. The mayor shall have the right to veto any ordinance, resolution, or other action adopted by the city council, in accordance with the procedures set forth in this section. The mayor, within five business days following receipt of an ordinance, resolution, or other action adopted by the city council, shall return it to the city clerk with or without the mayor's approval or with the mayor's veto. If an ordinance, resolution, or other action adopted by the city council has been approved by the mayor or if it is returned to the city clerk neither approved nor disapproved, it shall become law upon its return to the city clerk. However, if the mayor fails to return an ordinance, resolution, or other action adopted by the city council to the city clerk within five business days of receipt, it shall become law at 12:00 Midnight on the fifth business day after receipt. If an ordinance, resolution, or other action adopted by the city council is vetoed by the mayor, the mayor shall submit to city council, through the city clerk, the reason for the mayor's veto. The city clerk shall record upon the ordinance, resolution, or other action adopted by the city council the date of its delivery to and its receipt from the mayor. An ordinance, resolution, or other action adopted by the city council vetoed by the mayor shall automatically be on the agenda at the next regular meeting of the city council for reconsideration. Votes to override mayoral vetoes shall only occur at regular scheduled meetings of the city council and cannot occur at a special meeting or emergency meeting. If the minimum number of councilmembers necessary to vote to override the veto are not present, the action may be continued until the next meeting at which such minimum number of councilmembers are present. The city council may override a veto by the mayor and adopt any ordinance, resolution, or other action adopted by the city council that has been vetoed by the mayor by the affirmative votes of at least five councilmembers, not including the mayor.

The mayor acknowledges receipt of the noted Item listed below:

Date of Adoption: March 28, 2023 Item Number: ORD2023-004

Subject: AN ORDINANCE TO AMEND SECTION 1-3002, SUBSECTION (m) EXECUTIVE SESSION, CHAPTER 3 - MAYOR AND COUNCIL OF TITLE 1 – ADMINISTRATION, REGARDING THE DESIGNATION OF AN OFFICIAL PERSON AUTHORIZED TO TAKE THE REQUIRED MINUTES DURING EXECUTIVE SESSION; TO PROHIBIT THE UNAUTHORIZED RECORDATION OF EXECUTIVE SESSION; AND FOR OTHER LAWFUL PURPOSES.

Date Received by Mayor: March 30, 2023



APPROVED



DISAPPROVED

Mayor's Signature: _____

Date to City Clerk: _____

STA TE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-004

AN ORDINANCE TO AMEND SECTION 1-3002, SUBSECTION (m) EXECUTIVE SESSION, CHAPTER 3 - MAYOR AND COUNCIL OF TITLE 1 – ADMINISTRATION, REGARDING THE DESIGNATION OF AN OFFICIAL PERSON AUTHORIZED TO TAKE THE REQUIRED MINUTES DURING EXECUTIVE SESSION; TO PROHIBIT THE UNAUTHORIZED RECORDATION OF EXECUTIVE SESSION; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmembers Willis, Pritchett)

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort, and well-being of the inhabitants of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

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

Section 1. That subsection (m) of Section 1-3002 (Executive Session) of Chapter 3 (Mayor and Council) of Title 1 (Administration) of the City of South Fulton Code of Ordinances is amended by adding the following subparagraphs under this subsection:

Sec. 1-3002. - Presiding officer and rules for debate (m) Executive sessions.

- (1)** Executive sessions of the council may be held for the purpose of conducting business excepted by O.C.G.A. § 50-14-1 et seq., the Georgia Open Meetings Act. Where a meeting is devoted in part to matters within the authorized exceptions to the Georgia Open Meetings Act, any portion of the meeting not subject to any such exception shall be open to the public. No executive session shall be held except pursuant to a majority affirmative vote of the council taken in a public meeting. The minutes of the public meeting shall reflect the names of the councilmembers

present, those voting for the executive session, and the reasons for the session. Only necessary staff shall be present at the executive session

- (2) For the purpose of complying with O.C.G.A. § 50-14-1 et seq., of the Georgia Open Meetings Act, the City Clerk or his/her designee is the authorized and designated person to record the required minutes under the Georgia Open Meetings Act and at his/her discretion may use written and/or electronic means, if necessary, to fulfill his/her obligations under the Act, and is also the designated person to prepare and have notarized the required affidavit of Executive Session.
- (3) No other person, including employees, appointed and/or elected officials whether attending in person or participating remotely may record Executive Session, except the City Clerk or his/her designee, whether said recordation is in writing or through electronic means (i.e., audio or video).
- (4) Any person, including elected officials, that knowingly and willfully violates the prohibition against recordation of Executive Session shall be subject to the following penalties:
- a. Expulsion from the meeting,
 - b. An action to enjoin the use of any such recordation,
 - c. Referral to Ethics Board and/or
 - d. Unless otherwise provided or prohibited by law, a person who violates this chapter shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished in accordance with Section 1-1006; and each occurrence shall be deemed a separate offense. These penalties shall be separate and apart from any costs associated with prosecuting violations under this Chapter.

Section 2. Amendments are shown with ~~strikethrough~~ to denote text to be deleted and **bold underline** to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 3. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses, and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable, and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause, or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause, or phrase of this Ordinance. No section, paragraph, sentence, clause, or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the City Council that such invalidity, unconstitutionality or

unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance.

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

	AYE	NAY
khalid kamau, Mayor		
Carmalitha Gumbs	X	
Catherine Foster Rowell	X	
Helen Zenobia Willis	X	
Jaceey Sebastian	X	
Corey Reeves	X	
Natasha Williams-Brown, Mayor Pro Tem	X	
Linda Becquer Pritchett	X	

CITY OF SOUTH FULTON, GEORGIA

ATTEST:

APPROVED AS TO FORM:

Page 565 of 679
City of South Fulton | April 25, 2023

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: January 17, 2023
SUBJECT: Amend Sec 1-3002 (m) Recording Executive Session

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance to amend section 1-3002, subsection (m) executive session, chapter 3-Mayor and Council of Title 1 – Administration, regarding the designation of an official person authorized to take the required minutes during executive session; to prohibit the unauthorized recordation of executive session.

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:05 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Ordinance Amending Sections 3.10A Role Delineation Subsection (3) And 4.13, City Clerk, Of The City Of South Fulton Charter

DATE: April 25, 2023

SUBJECT: 7:05 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Ordinance Amending Sections 3.10A Role Delineation Subsection (3) And 4.13, City Clerk, Of The City Of South Fulton Charter

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Veto 2 of 4_ City Clerk Supervision	Cover Memo	4/21/2023
COSF Memorandum FIS Legislative Assistants Reporting to City Clerk Ordinance	Cover Memo	4/24/2023



MAYOR'S VETO

Section 3.21. Submission of Ordinance to the Mayor

Every ordinance, resolution, or other action adopted by the city council shall be presented to the mayor for signature within two business days following the adoption of such ordinance, resolution, or other action by the city council. The mayor shall have the right to veto any ordinance, resolution, or other action adopted by the city council, in accordance with the procedures set forth in this section.

The mayor, within five business days following receipt of an ordinance, resolution, or other action adopted by the city council, shall return it to the city clerk with or without the mayor's approval or with the mayor's veto. If an ordinance, resolution, or other action adopted by the city council has been approved by the mayor or if it is returned to the city clerk neither approved nor disapproved, it shall become law upon its return to the city clerk. However, if the mayor fails to return an ordinance, resolution, or other action adopted by the city council to the city clerk within five business days of receipt, it shall become law at 12:00 Midnight on the fifth business day after receipt. If an ordinance, resolution, or other action adopted by the city council is vetoed by the mayor, the mayor shall submit to city council, through the city clerk, the reason for the mayor's veto. The city clerk shall record upon the ordinance, resolution, or other action adopted by the city council the date of its delivery to and its receipt from the mayor.

An ordinance, resolution, or other action adopted by the city council vetoed by the mayor shall automatically be on the agenda at the next regular meeting of the city council for reconsideration. Votes to override mayoral vetoes shall only occur at regular scheduled meetings of the city council and cannot occur at a special meeting or emergency meeting. If the minimum number of councilmembers necessary to vote to override the veto are not present, the action may be continued until the next meeting at which such minimum number of councilmembers are present. The city council may override a veto by the mayor and adopt any ordinance, resolution, or other action adopted by the city council that has been vetoed by the mayor by the affirmative votes of at least five councilmembers, not including the mayor.

Date of Adoption: 3/28/2023 **Item Number:** ORD2023-007

Subject: AN ORDINANCE AMENDING SECTIONS 3.10A ROLE DELIANATION SUBSECTION (3) AND 4.13, CITY CLERK, OF THE CITY OF SOUTH FULTON CHARTER; AND FOR OTHER LAWFUL PURPOSES. Approved 7-0

Reason for Veto: SEE THE ATTACHED DOCUMENT

Date to Mayor: 3/30/2023 **Date of Veto:** 4/5/2023

Mayor's Signature: _____

Date Received by City Clerk: _____

Date to Councilmembers: _____

Date of next Regular Meeting of City Council: April 25, 2023

Action Taken at _____ **City Council Meeting:** _____

From: [khalid kamau](#)
To: [Corey Adams](#)
Cc: [Mayor khalid](#)
Subject: Veto 2 of 4: City Clerk Supervision
Date: Wednesday, April 5, 2023 9:13:41 PM
Attachments: [City Clerk Supervision.pdf](#)
[image001.png](#)

Have you ever had to manage a difficult employee who *knew* you could not discipline or fire them?

Anyone who has ever been in such a situation understands what a management nightmare this can be.

More importantly, having Legislative Specialists under “the authority and direction” of full-time, permanent employees creates a legal presumption that said Legislative Specialists are themselves full-time, permanent employees — not political appointees of the elected officials for whom they work. Put another way: If Legislative Specialists or administrative assistants to elected officials are labeled as employees of the City Clerk department or City Manager’s department, then their jobs do not end when the term of the elected official they work for is over.

Those who would argue that elected officials are prohibited by our City Charter from “authority and direction” over employees would do well to look at the legislative record of this Council, who in the last 16 months has made multiple amendments to our City Charter and City org chart — including the creation of an Internal Auditor who reports to City Council.

It just makes sense that Mayor and Council should be able to hire staff of their choosing and supervise them; and that upon vacating their office, no one else in City Hall — including their successors — should be bound to those choices.



Mayor khalid
City of South Fulton, GA

470.809.7710

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470.552.4311

470.809.7721 Public Advocate

[Learn More About South Fulton](#)

Text FULTON to 33777 to sign up for the Mayor's Newsletter & Mobile Alerts.

From: CoSF Copier <cosfcopier@cityofsouthfultonga.gov>
Date: Wednesday, April 5, 2023 at 20:13
To: khalid kamau <khalid.kamau@cityofsouthfultonga.gov>
Subject: City Clerk Supervision



MAYOR'S SIGNATURE PAGE

Every ordinance, resolution, or other action adopted by the city council shall be presented to the mayor for signature within two business days following the adoption of such ordinance, resolution, or other action by the city council. The mayor shall have the right to veto any ordinance, resolution, or other action adopted by the city council, in accordance with the procedures set forth in this section. The mayor, within five business days following receipt of an ordinance, resolution, or other action adopted by the city council, shall return it to the city clerk with or without the mayor's approval or with the mayor's veto. If an ordinance, resolution, or other action adopted by the city council has been approved by the mayor or if it is returned to the city clerk neither approved nor disapproved, it shall become law upon its return to the city clerk. However, if the mayor fails to return an ordinance, resolution, or other action adopted by the city council to the city clerk within five business days of receipt, it shall become law at 12:00 Midnight on the fifth business day after receipt. If an ordinance, resolution, or other action adopted by the city council is vetoed by the mayor, the mayor shall submit to city council, through the city clerk, the reason for the mayor's veto. The city clerk shall record upon the ordinance, resolution, or other action adopted by the city council the date of its delivery to and its receipt from the mayor. An ordinance, resolution, or other action adopted by the city council vetoed by the mayor shall automatically be on the agenda at the next regular meeting of the city council for reconsideration. Votes to override mayoral vetoes shall only occur at regular scheduled meetings of the city council and cannot occur at a special meeting or emergency meeting. If the minimum number of councilmembers necessary to vote to override the veto are not present, the action may be continued until the next meeting at which such minimum number of councilmembers are present. The city council may override a veto by the mayor and adopt any ordinance, resolution, or other action adopted by the city council that has been vetoed by the mayor by the affirmative votes of at least five councilmembers, not including the mayor.

The mayor acknowledges receipt of the noted Item listed below:

Date of Adoption: March 28, 2023 **Item Number:** ORD2023-007

Subject: AN ORDINANCE AMENDING SECTIONS 3.10A ROLE DELIANATION SUBSECTION (3) AND 4.13, CITY CLERK, OF THE CITY OF SOUTH FULTON CHARTER; AND FOR OTHER LAWFUL PURPOSES.

Date Received by Mayor: March 30, 2023



APPROVED



DISAPPROVED

Mayor's Signature: 

Date to City Clerk: _____

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-007

AN ORDINANCE AMENDING SECTIONS 3.10A ROLE DELIANATION SUBSECTION (3) AND 4.13, CITY CLERK, OF THE CITY OF SOUTH FULTON CHARTER; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmembers Sebastian, Willis, and Williams)

WHEREAS, the City Council is authorized pursuant to O.C.G.A. § 36-35-3 and other applicable laws to amend the City Charter; and

WHEREAS, the City desires to amend its Charter through this Ordinance to create a new office of internal audit headed by an Internal Auditor as an independent department of the City.

WHEREAS, the City Council finds that this Ordinance is in the best interests of the health and general welfare of the City, its residents and general public.

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

Section 1. The City of South Fulton Charter, Section 3.10A Role Delineation Subsection (3), is hereby amended by striking out the last sentence to read as follows:

Except as otherwise provided in this charter, the mayor and councilmembers shall not in any manner dictate the appointment or removal of any city administrative officers or employees whom the city manager or any of his or her subordinates are empowered to appoint. ~~The city manager shall have the authority to provide, at levels he or she deems necessary and appropriate, administrative support staff for the mayor and councilmembers, and any such administrative support staff shall be subject to the authority and direction of the city manager and not the mayor or any councilmember~~

Section 2. The City of South Fulton Charter, Section 4.13, City Clerk, is hereby amended by adding the following sentence:

The city clerk shall have the authority to provide, at levels he or she deems necessary and appropriate, administrative support staff for the mayor and councilmembers, and any such administrative support staff shall be subject to the authority and direction of the city clerk and not the mayor or any councilmember.

Section 3. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

	AYE	NAY
khalid kamau, Mayor		
Carmalitha Gumbs	X	
Catherine Foster Rowell	X	
Helen Zenobia Willis	X	
Jaceey Sebastian	X	
Corey Reeves	X	
Natasha Williams-Brown, Mayor Pro Tem	X	
Linda Becquer Pritchett	X	

CITY OF SOUTH FULTON, GEORGIA

ATTEST:

APPROVED AS TO FORM:

 3/29/23
VINCENT D. HYMAN, CITY ATTORNEY

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: February 6, 2023

SUBJECT: Legislative Assistants Reporting to City Clerk Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance to amend section 3.10A Role Delianation subsection (3) and 4.13, City Clerk, of the City of South Fulton Charter.

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget. In future budgets, the City Clerk's budget will need to be increased with the funds that are currently being utilized by the Mayor/Council's annual budget to fund these positions.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:15 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Emergency Ordinance Declaring A State Of Emergency In The City Of South Fulton; Providing For City Meetings To Be Held Virtually

DATE: April 25, 2023

SUBJECT: 7:15 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Emergency Ordinance Declaring A State Of Emergency In The City Of South Fulton; Providing For City Meetings To Be Held Virtually

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Veto 1 of 4_ Emergency Virtual Meetings	Cover Memo	4/21/2023



MAYOR'S VETO

Section 3.21. Submission of Ordinance to the Mayor

Every ordinance, resolution, or other action adopted by the city council shall be presented to the mayor for signature within two business days following the adoption of such ordinance, resolution, or other action by the city council. The mayor shall have the right to veto any ordinance, resolution, or other action adopted by the city council, in accordance with the procedures set forth in this section.

The mayor, within five business days following receipt of an ordinance, resolution, or other action adopted by the city council, shall return it to the city clerk with or without the mayor's approval or with the mayor's veto. If an ordinance, resolution, or other action adopted by the city council has been approved by the mayor or if it is returned to the city clerk neither approved nor disapproved, it shall become law upon its return to the city clerk. However, if the mayor fails to return an ordinance, resolution, or other action adopted by the city council to the city clerk within five business days of receipt, it shall become law at 12:00 Midnight on the fifth business day after receipt. If an ordinance, resolution, or other action adopted by the city council is vetoed by the mayor, the mayor shall submit to city council, through the city clerk, the reason for the mayor's veto. The city clerk shall record upon the ordinance, resolution, or other action adopted by the city council the date of its delivery to and its receipt from the mayor.

An ordinance, resolution, or other action adopted by the city council vetoed by the mayor shall automatically be on the agenda at the next regular meeting of the city council for reconsideration. Votes to override mayoral vetoes shall only occur at regular scheduled meetings of the city council and cannot occur at a special meeting or emergency meeting. If the minimum number of councilmembers necessary to vote to override the veto are not present, the action may be continued until the next meeting at which such minimum number of councilmembers are present. The city council may override a veto by the mayor and adopt any ordinance, resolution, or other action adopted by the city council that has been vetoed by the mayor by the affirmative votes of at least five councilmembers, not including the mayor.

Date of Adoption: 3/28/2023 **Item Number:** ORD2023-006

Subject: AN EMERGENCY ORDINANCE DECLARING A STATE OF EMERGENCY IN THE CITY OF SOUTH FULTON; PROVIDING FOR CITY MEETINGS TO BE HELD VIRTUALLY; PROVIDING FOR AN EFFECTIVE DATE AND FOR OTHER LAWFUL PURPOSES Approved 5-2

Reason for Veto: SEE THE ATTACHED DOCUMENT

Date to Mayor: 3/30/2023 **Date of Veto:** 4/5/2023

Mayor's Signature: _____

Date Received by City Clerk: _____

Date to Councilmembers: _____

Date of next Regular Meeting of City Council: April 25, 2023

Action Taken at _____ **City Council Meeting:** _____

From: [khalid kamau](#)
To: [Corey Adams](#)
Cc: [Mayor khalid](#)
Subject: Veto 1 of 4: Emergency Virtual Meetings
Date: Wednesday, April 5, 2023 8:27:48 PM
Attachments: [Emergency Virtual Meetings.pdf](#)
[image001.png](#)

There is no State of Emergency. The COVID pandemic has been declared over by both state and federal government.

Without a Declaration of Emergency by a government agency, any continued uses of Virtual Meetings is a violation of the Open Meetings Act; which the Georgia General Assembly could have amended this 2023 Session had they decided it warranted.



Mayor khalid
City of South Fulton, GA

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470.809.7721 Public Advocate

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From: CoSF Copier <cosfcopier@cityofsouthfultonga.gov>

Date: Wednesday, April 5, 2023 at 20:15

To: khalid kamau <khalid.kamau@cityofsouthfultonga.gov>

Subject: Emergency Virtual Meetings



MAYOR'S SIGNATURE PAGE

Every ordinance, resolution, or other action adopted by the city council shall be presented to the mayor for signature within two business days following the adoption of such ordinance, resolution, or other action by the city council. The mayor shall have the right to veto any ordinance, resolution, or other action adopted by the city council, in accordance with the procedures set forth in this section. The mayor, within five business days following receipt of an ordinance, resolution, or other action adopted by the city council, shall return it to the city clerk with or without the mayor's approval or with the mayor's veto. If an ordinance, resolution, or other action adopted by the city council has been approved by the mayor or if it is returned to the city clerk neither approved nor disapproved, it shall become law upon its return to the city clerk. However, if the mayor fails to return an ordinance, resolution, or other action adopted by the city council to the city clerk within five business days of receipt, it shall become law at 12:00 Midnight on the fifth business day after receipt. If an ordinance, resolution, or other action adopted by the city council is vetoed by the mayor, the mayor shall submit to city council, through the city clerk, the reason for the mayor's veto. The city clerk shall record upon the ordinance, resolution, or other action adopted by the city council the date of its delivery to and its receipt from the mayor. An ordinance, resolution, or other action adopted by the city council vetoed by the mayor shall automatically be on the agenda at the next regular meeting of the city council for reconsideration. Votes to override mayoral vetoes shall only occur at regular scheduled meetings of the city council and cannot occur at a special meeting or emergency meeting. If the minimum number of councilmembers necessary to vote to override the veto are not present, the action may be continued until the next meeting at which such minimum number of councilmembers are present. The city council may override a veto by the mayor and adopt any ordinance, resolution, or other action adopted by the city council that has been vetoed by the mayor by the affirmative votes of at least five councilmembers, not including the mayor.

The mayor acknowledges receipt of the noted Item listed below:

Date of Adoption: March 28, 2023 **Item Number:** ORD2023-006

Subject: AN ORDINANCE DECLARING A STATE OF EMERGENCY IN THE CITY OF SOUTH FULTON; PROVIDING FOR CITY MEETINGS TO BE HELD VIRTUALLY; PROVIDING FOR AN EFFECTIVE DATE AND FOR OTHER LAWFUL PURPOSES.

Date Received by Mayor: March 30, 2023

☐

APPROVED

☒

DISAPPROVED

Mayor's Signature: [Signature]

Date to City Clerk: _____

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON**

ORD2023-006

AN ORDINANCE DECLARING A STATE OF EMERGENCY IN THE CITY OF SOUTH FULTON; PROVIDING FOR CITY MEETINGS TO BE HELD VIRTUALLY; PROVIDING FOR AN EFFECTIVE DATE AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmember Catherine Rowell - District 1)

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 World Health Organization has declared the COVID-19 Virus, commonly referred to as the Coronavirus, as a world health emergency and global pandemic; and

WHEREAS, the Coronavirus has various mutations and/or variants that continue to effect vaccinated and unvaccinated individuals across the nation, including Georgia and its surrounding counties and cities; and

WHEREAS, the Centers of Disease Control ("CDC") and the Georgia Department of Public Health ("DPH") collects, analyzes and tracks Covid-19 data in various categories, e.g., confirmed cases, hospitalizations, deaths by race and ethnicity,

WHEREAS, it is known that the COVID-19 Virus and its variants can have a disproportionate impact on certain races and ages than other race or age groups; and

WHEREAS, the global pandemic caused by the spread of COVID-19 persists with the new variants (e.g., Omicron) of the virus currently infecting Georgians; and

WHEREAS, according to the Georgia Department of Public Health, a large portion of Georgians are not fully vaccinated; and

WHEREAS, it is essential for the City to continue to act in order to minimize the spread of COVID-19 and its variants so as to prevent or minimize sickness, injury, or death, to people and damage to property resulting from this continued public health crisis;

WHEREAS, the City is authorized to declare an emergency and take measures to protect the life, health, property, or public peace of its citizens pursuant to Section 3.18 of its Charter; and

WHEREAS, O.C.G.A. §38-3-28 provides the City with the authority to make, amend, and rescind such orders, rules, and regulations as necessary for emergency

management purposes to preserve the health, safety, and welfare of the residents of the City; and

WHEREAS, the Open Meetings Act, O.C.G.A. § 51-14-1 *et seq.*, allows public agencies, such as the City, to conduct their meetings, via, teleconference in the event of an emergency; and

WHEREAS, the COVID-19 as a previously recognized pandemic or epidemic still constitutes an emergency within the meaning of the Open Meetings Act; and

WHEREAS, The state of Georgia Governor's executive order declaring a Public Health State of Emergency which provided for City Meetings to be conducted virtually has expired; and

WHEREAS, the City had previously adopted an emergency ordinance that only remains in effect for only 30 days; and

WHEREAS, the City Council desires to adopt this emergency ordinance to continue to provide for City Meetings to remain virtual to aid in the prevention and the potential spread of the COVID-19 and its variants (e.g., Omicron) at City meetings, which are staffed and attended by its elected officials, employees, and citizens; and

WHEREAS, this Ordinance is in the best interests of the health and general welfare of the City, its residents and general public.

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

Section 1. Declaration of Emergency. The City Council hereby declares that a public health state of emergency remains in the City of South Fulton due to a pandemic or epidemic.

Section 2. City Meetings. All meetings of any Board, Commission, Authority, or the City Council shall continue to be held by virtual means, to include the use of the Zoom platform with concurrent live streaming of the proceedings on YouTube. Public comments will be received through Zoom in addition to written comments submitted to the City as provided on the City's website. In all other respects, the meetings will be conducted as though they were in person and held at City Hall.

Section 3. Effective Date. This Ordinance shall take effect upon passage by the City Council and shall expire by its own terms 30 days after its adoption, unless extended by further action of the City Council.

Section 4. It is hereby declared to be the intention of the City Council that: (a) All sections, paragraphs, sentences, clauses, and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable, and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause, or phrase of this Ordinance is severable from every other section, paragraph, sentence,

clause, or phrase of this Ordinance. No section, paragraph, sentence, clause, or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of this Ordinance.

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

Section 5. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 6. The City Attorney, City Clerk are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

[signatures and voting tabulations appear on the following page]

The foregoing Emergency ORDINANCE No. 2023-006, adopted on March 28, 2023, was offered by Councilmember Rowell, who moved its approval. The motion was seconded by Councilmember Gumbs, and being put to a vote, the result was as follows:

	AYE	NAY
khalid kamau, Mayor	_____	_____
Carmalitha Gumbs	_____X_____	_____
Catherine Foster Rowell	_____X_____	_____
Helen Zenobia Willis	_____X_____	_____
Jaceey Sebastian	_____	_____X_____
Corey Reeves	_____	_____X_____
Natasha Williams-Brown, Mayor Pro Tem	_____X_____	_____
Linda Becquer Pritchett	_____X_____	_____

THIS RESOLUTION adopted this 28th day of March 2023.

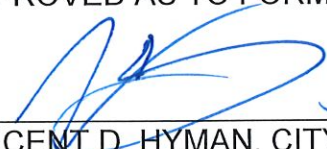
CITY OF SOUTH FULTON, GEORGIA

khalid kamau, MAYOR

ATTEST:

COREY E. ADAMS, SR., CITY CLERK

APPROVED AS TO FORM:

 3/29/23

VINCENT D. HYMAN, CITY ATTORNEY

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:24 p.m. Second Read and Request Council Approval of An Ordinance To Amend Section 16-2015, Eligibility For License Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances, Related To Eligibility Of Alcohol Applicant; To Amend Section 16-2021, Denial Of Application

DATE: April 25, 2023

SUBJECT: 7:24 p.m. Second Read and Request Council Approval of An Ordinance To Amend Section 16-2015, Eligibility For License Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances, Related To Eligibility Of Alcohol Applicant; To Amend Section 16-2021, Denial Of Application

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ord2023 Ordinance to Amend Eligibility Requirements of Applicants (suspension and revocations) (1)	Cover Memo	4/21/2023

AN ORDINANCE TO AMEND SECTION 16-2015, ELIGIBILITY FOR LICENSE OF TITLE 16, ALCOHOLIC BEVERAGES, OF THE CITY OF SOUTH FULTON CODE OF ORDINANCES, RELATED TO ELIGIBILITY OF ALCOHOL APPLICANT; TO AMEND SECTION 16-2021, DENIAL OF APPLICATION; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmembers Willis and Rowell)

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

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

Section 1. That subsection (g) of Section 16-2015 (Eligibility for license) of Chapter 2 (Licensing) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

Sec. 16-2015. Eligibility for license.

- (a) Every applicant shall, prior to applying for a license, read and familiarize himself with the provisions of this title, and the application shall constitute a certification that applicant has done so. Every licensee shall maintain a copy of this title on the licensed premises and shall instruct each employee engaged in the sale or handling of alcoholic beverages concerning the relevant provisions of this title.
- (b) An applicant shall be active in the operation of the licensed business and shall be personally present on the licensed premises sufficiently to assure compliance with the provisions of this title. For purposes, a licensee shall not be considered active unless he is an owner, stockholder, or fulltime employee of the licensed business and is present on the licensed premises a minimum of ten hours per week.
- (c) A licensee must be of good moral character and a citizen of the United States or an alien lawfully admitted for permanent residence. Any such alien shall have been lawfully admitted for permanent residence for at least one year prior to application.

- (d) In addition to the requirements of subsection (c), a licensee for the retail sale of distilled spirits in the original package must have been a resident of a county or municipality in the state, in which the retail sale of distilled spirits in the original package is legal, for one year immediately preceding the filing of the application for such license.
- (e) No person, including members of a retail dealer licensee's immediate family, shall be issued, nor shall have a beneficial interest in, more than two package distilled spirits licenses issued in this state.
- (f) A licensee shall not have been convicted within the ten years preceding his application of any felony, involving moral turpitude, any sexually related crime, illegal possession or sale of controlled substances, illegal possession or sale of alcoholic beverages, or any criminal offense relating to taxes or gambling. A licensee shall not have more than one conviction within the ten years preceding his application of any misdemeanor criminal offense related to alcoholic beverages including, but not limited to, illegal possession, sale, or use of alcoholic beverages, or more than one conviction for any misdemeanor criminal offense relating to the illegal possession, sale, or use of any controlled substance. This subsection shall apply with respect to the laws of this state, other states, the United States, and other countries. A guilty plea, plea of nolo contendere or the forfeiture of a bond shall be considered a conviction for purposes of this subsection. Sentencing as first offender status shall not be considered as a conviction if the sentence was successfully completed without any violation of probation and with no adjudication of guilt ever being entered. Any felony or misdemeanor arrest must have a final disposition.
- (g) A licensee shall not have had any alcohol license revoked any license to sell alcoholic beverages issued by any governmental entity, within the ~~three years~~ **one year and a half** preceding his/her application.
- (h) A licensee, or the licensee's appointed agent, shall reside in one of the 13 metropolitan counties (Cherokee, Clayton, Cobb, Coweta, Dekalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, Paulding and Rockdale) for purpose of service and acceptance of any process, notice or demand required or permitted by law or under this chapter to be served upon the licensee and/or owner. The registered agent if appointed must be a resident of at least 21 years of age.

Section 2. That subsection (e) of Section 16-2021 (Denial of Application) of Chapter 2 (Licensing) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

Sec. 16-2021. Denial of application

- (a) After a hearing, should the city council deny an application, written notice of the denial shall be provided to the applicant by the chief of police or designee, shall set forth the reason for the denial, and advise the applicant of the right to appeal.
- (b) Any decision by the city council denying an application shall be final unless the applicant applies to the Superior Court of Fulton County by filing a petition for writ of certiorari as allowed by law.

- (c) In all instances in which an application is denied, the applicant may not reapply for a license for at least one year from the final date of the denial.
- (d) Any license application made pursuant to this title may be withdrawn by the applicant at any time. If the application is withdrawn before the license is issued, any sums deposited as license fees shall be refunded. After issuance of the license, no refunds shall be made. No refunds, however, shall be made under any circumstances for background investigation and administrative expenses required to be paid in this title.
- (e) Previous alcohol license suspensions and revocations by the applicant within ~~three years~~ **one year and a half** of the date of the application will automatically be grounds for denial.

Section 3. Amendments are shown with strikethrough to denote text to be deleted and **bold underline** to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 4. It is hereby declared to be the intention of the Mayor and Council that:

- (a) All sections, paragraphs, sentences, clauses, and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable, and constitutional.
- (b) To the greatest extent allowed by law, every section, paragraph, sentence, clause, or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause, or phrase of this Ordinance. No section, paragraph, sentence, clause, or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of this Ordinance.
- (c) In the event that any phrase, clause, sentence, paragraph, or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the City Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance.

Section 5. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 6. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 7. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:30 p.m. First Read of TA23-002 An Ordinance To Amend The City Of South Fulton Zoning Ordinance, As Amended, For The Purpose Of Amending The Use Table To Allow For The Assembly /Banquet Hall Or Event Center Use In AG-1 (Agricultural) Zoning Districts Via Special Use Permit,

DATE: April 25, 2023

SUBJECT: 7:30 p.m. First Read of TA23-002 An Ordinance To Amend The City Of South Fulton Zoning Ordinance, As Amended, For The Purpose Of Amending The Use Table To Allow For The Assembly /Banquet Hall Or Event Center Use In AG-1 (Agricultural) Zoning Districts Via Special Use Permit,

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
TA23-002 Event Center Text Amendment Ordinance	Cover Memo	4/21/2023
COSF Memorandum FIS Event Center Text Amendment Ordinance	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-_____

TA23-002 AN ORDINANCE TO AMEND THE CITY OF SOUTH FULTON ZONING ORDINANCE, AS AMENDED, FOR THE PURPOSE OF AMENDING THE USE TABLE TO ALLOW FOR THE ASSEMBLY/BANQUET HALL OR EVENT CENTER USE IN AG-1 (AGRICULTURAL) ZONING DISTRICTS VIA SPECIAL USE PERMIT; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmember Gumbs)

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this text amendment to the City of South Fulton Zoning Ordinance is in the best interest of the public health, safety, and welfare.

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

Section 1. That Table 2-4 (Principal Use Table: Non-Residential Districts) be amended for the purpose of allowing the uses of Assembly / Banquet Hall or Event Center, no onsite catering and Assembly / Banquet Hall or Event Center, with onsite catering in the AG-1 (Agricultural District) zoning district by special use permit, to read as follows:

532	Rental and Leasing Services	AG-1	C-1	C-2	O-I	MIX	M-1	M-2	
531120	Assembly / Banquet Hall or Event Center, no onsite catering	<u>S</u>	A	A	A	A			
722320	Assembly / Banquet Hall or Event Center, with onsite catering	<u>S</u>	A	A	A	A			

Section 2. Amendments are shown with ~~striketrough~~ to denote text to be deleted and **bold underline** to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 3. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were,

upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: April 23, 2023
SUBJECT: Event Center Text Amendment Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance to amend the City of South Fulton zoning ordinance, as amended for the purpose of amending the use table to allow for the assembly/banquet hall or event center use in AG-1 (Agricultural) zoning districts via special use permit.

FINANCIAL IMPACT

The resolution as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:40 p.m. First Read of An Ordinance To Amend The City Of South Fulton Code Of Ordinances And The City Of South Fulton Zoning Ordinance By Amending Various Sections Of Title 5 – Zoning And Planning, For The Purpose Of Updating City Procedures

DATE: April 25, 2023

SUBJECT: 7:40 p.m. First Read of An Ordinance To Amend The City Of South Fulton Code Of Ordinances And The City Of South Fulton Zoning Ordinance By Amending Various Sections Of Title 5 – Zoning And Planning, For The Purpose Of Updating City Procedures

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Title 5 (Planing and Zoning) Amendments	Cover Memo	4/21/2023
COSF Memorandum FIS Title 5 (Planning and Zoning) Amendment Ordinance	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-_____

AN ORDINANCE TO AMEND THE CITY OF SOUTH FULTON CODE OF ORDINANCES AND THE CITY OF SOUTH FULTON ZONING ORDINANCE BY AMENDING VARIOUS SECTIONS OF TITLE 5 – ZONING AND PLANNING, FOR THE PURPOSE OF UPDATING CITY PROCEDURES; AND FOR OTHER LAWFUL PURPOSES.

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, various amendments to the code of ordinances are necessary for the efficient and productive operation of the Community Development and Regulatory Affairs Department, as well as the South Fulton Planning Commission and Zoning Board of Appeals; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this ordinance is in the best interest of the public health, safety, and welfare.

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

Section 1. To amend Title 5 (Zoning and Planning), Chapter 1 (Zoning, generally), Section 5-1009 (zoning amendment) as follows:

“Sec. 5-1009. Zoning amendments.

The zoning maps and text may be amended from time to time, but no amendment shall become effective unless it shall have been proposed by or shall first have been submitted to the planning commission for review and recommendation. ~~The planning commission shall have 30 days from the date of the submission of a fully completed application within which to submit its recommendation. If the planning commission fails to submit a recommendation within the 30 day period, it shall be deemed to have recommended approval of the proposed amendment.”~~

Section 2. To amend Title 5 (Zoning and Planning), Chapter 5 (Planning Commission), Section 5-5001 (Duty) as follows:

“Sec. 5-5001. Duty.

The planning commission is hereby granted all powers and is hereby assigned all duties that the council as the governing authority of the City is authorized and empowered to grant and assign, to include the following:

- (1) Review and recommend for adoption to the city council comprehensive surveys and studies of existing conditions and probable future developments and reviewing such plans for physical, social and economic growth as will best promote the public health, safety, morals, convenience, prosperity or general welfare, as well as efficiency and economy in the development of the city.
- (2) Review and recommend for adoption to the city council, in accordance with those comprehensive surveys and studies, a future land use map for the development of the city.
- ~~(3) Review and recommend for adoption to the city council a plat or an official map showing the exact location of the boundary lines of existing, proposed, extended, widened or narrowed streets, public open spaces or public building sites, and all properties.~~
- (4) Review and recommend for adoption to the city council a zoning ordinance or resolution and map for the city, and all proposed amendments to the zoning ordinances, and the zoning, ~~plat,~~ and future land use maps.
- (5) Review and recommend for adoption to the city council regulations for the subdivision of land within the city and administering the regulations that may be adopted.
- ~~(6) Review and recommend for adoption to the city council regulations to control the erection of buildings or other structures within the city or a specified portion thereof and administering the regulations that may be adopted.~~
- ~~(7) Review and recommend for approval to the city council all cases of new development(s) and building(s), residential, commercial, and industrial (excluding residential sheds, non-commercial land disturbance applications for individual homeowners (such as new driveways or large landscaping projects), lean-to's for storage (small structures that are not independently freestanding), and other minor processes as deemed so by the community development and regulatory affairs director, including but not limited to the items listed above, plus pools, treehouses, private residential swing sets and jungle gyms.~~
- (8) Review and recommend for approval to the city council all cases that require a special use permit ~~and use variances.~~
- (9) Recommend to the executive or legislative officials of the city programs for public improvements and the financing thereof.”

Section 3. To amend Title 5 (Zoning and Planning), Chapter 5 (Planning Commission), Section 5-5002 (Membership; terms) subsection (c) as follows:

“Sec. 5-5002. Membership; terms.

...

- (c) *Chair and vice chair.* ~~The planning commission shall elect one of its members to~~ **The planning commission member appointed by the Mayor shall serve as chairperson and the planning commission shall elect one of its remaining members** ~~another to serve as vice-chairperson.~~ The chairperson and vice-chairperson of the planning commission shall serve a term of one year or until reelected or a successor is elected. The duty of the chair shall be to conduct the meetings in accordance with the procedures set forth herein and any other rules or regulations established by the planning commission. The vice-chairperson shall conduct the meetings in the chair's absence. The vice-chairperson may be appointed chair if the chair is removed from office, or due to a physical or mental disability, cannot perform the duties of chair."

Section 4. To amend Title 5 (Zoning and Planning), Chapter 5 (Planning Commission), Section 5-5005 (Secretary of planning commission; staff support) as follows:

"Sec. 5-5005. Secretary of planning commission; staff support.

The community development ~~and regulatory affairs services~~ director, or his or her designee within community development ~~and regulatory affairs services~~ department, shall serve as the planning commission secretary. The secretary shall provide support to the planning commission as reasonable and necessary to accomplish said commission's duties. The secretary of the planning commission shall provide the members of the planning commission all information submitted to, or generated by, city staff on each proposed amendment, which the commission considers, including: a copy of the application and all supporting **documents.**"

Section 5. To amend Title 5 (Zoning and Planning), Chapter 6 (Appeals), Section 5-6001 (Membership; terms) subsection (c) as follows:

"Sec. 5-6001. Membership; terms.

...

- (c) *Chair and vice-chairperson.* **The zoning board of appeals member appointed by the Mayor shall serve as chairperson.** ~~The zoning board of appeals shall elect one of its members to serve as chairperson and another to serve as vice-chairperson.~~ The chairperson and vice-chairperson of the zoning board shall serve a term of one year or until reelected or a successor is elected. The duty of the chair shall be to conduct the meetings in accordance with the procedures set forth herein and any other rules or regulations established by the zoning board of appeals. The vice-chairperson shall conduct the meetings in the chair's absence. The vice-chairperson may be appointed chair if the chair is removed from office, or due to a physical or mental disability, cannot perform the duties of chair."

Section 6. To amend Title 5 (Zoning and Planning), Chapter 6 (Appeals), Section 5-6005

(Secretary) as follows:

“Sec. 5-6005. Secretary.

The community development **and regulatory affairs** services director, ~~or his or her designee within community development services department~~, shall serve as secretary of the zoning board of appeals. The secretary shall provide support to the zoning board of appeals as reasonable and necessary to accomplish said board's duties. The secretary of the zoning board of appeals shall provide the members of the zoning board of appeals all information submitted to, or generated by, city staff on each proposed amendment, which the zoning board of appeals considers, including: a copy of the application and all supporting materials; all other written communications given to the staff either in support of or in the opposition to the amendment; any decision of the board; the minutes, if any, of the board meeting; and any filings made by any party that appears before the board. The secretary shall be responsible for transmitting the records of the zoning board of appeals to the city clerk.

Section 7. To amend Title 5 (Zoning and Planning), Chapter 6 (Appeals), to add a Section 5-6005.1 to read as follows:

“Sec. 5-6005.1. Acceptance of service; petition for review.

The community development and regulatory affairs director shall have the authority, without additional zoning board of appeals action, to approve or issue any form or certificate necessary to perfect the petition described in Title 5 of the O.C.G.A. for review of a decision of the zoning board of appeals, and the authority to accept service of such petition on behalf of the zoning board of appeals during normal business hours at South Fulton City Hall. Service of petitions on the City of South Fulton shall be accepted in accordance with Sec. 3.22 of the Charter of the City of City of South Fulton.

Section 8. Amendments are shown with ~~striketrough~~ to denote text to be deleted and **bold underline** to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 9. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the City Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent

allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance.

Section 10. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 11. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 12. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: March 25, 2023

SUBJECT: Title 5 (Planning and Zoning) Amendment Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an Ordinance to amend the City of South Fulton Code of Ordinances and the City of South Fulton Zoning Ordinance by amending various sections of Title 5 – Zoning and Planning, for the purpose of updating city procedures.

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:45 p.m. Second Read and Request Council Approval of Text Amendment TA-001:
An Ordinance To Amend The City Of South Fulton Code Of Ordinances And The City
Of South Fulton Zoning Ordinance To Bring The Ordinance In Compliance With
Changes To The Zoning Procedures Law Implemented By HB 1405

DATE: April 25, 2023

SUBJECT: 7:45 p.m. Second Read and Request Council Approval of Text Amendment TA-001:
An Ordinance To Amend The City Of South Fulton Code Of Ordinances And The City
Of South Fulton Zoning Ordinance To Bring The Ordinance In Compliance With
Changes To The Zoning Procedures Law Implemented By HB 1405

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Text Amendment (TA23-001) - HB 1405	Cover Memo	4/21/2023
Memorandum_Text Amendment_HB 1405	Cover Memo	4/21/2023
COSF Memorandum FIS Text Amendment Changes HB 1405 Ordinance	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-_____

TA23-001 AN ORDINANCE TO AMEND THE CITY OF SOUTH FULTON CODE OF ORDINANCES AND THE CITY OF SOUTH FULTON ZONING ORDINANCE TO BRING THE ORDINANCE IN COMPLIANCE WITH CHANGES TO THE ZONING PROCEDURES LAW IMPLEMENTED BY HB 1405 (GEORGIA LAWS ACT 881); AND FOR OTHER LAWFUL PURPOSES.

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the Georgia General Assembly passed 2022 Georgia Laws Act 881 (H.B. 1405) during the 2021-2022 Regular Session, and said Act was signed by the Governor on May 13, 2022, which instituted sweeping changes of the Georgia Zoning Procedures Law; and

WHEREAS, it is necessary to amend the City of South Fulton Zoning Ordinance to conform to the changes in the Zoning Procedures Law; and

WHEREAS, municipalities are required to come into compliance with the amended procedures by July 1, 2023; and

WHEREAS, certain additional changes to South Fulton Zoning Ordinance are recommended by the Department of Community Development and Regulatory Affairs; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this text amendment to the City of South Fulton Zoning Ordinance is in the best interest of the public health, safety, and welfare.

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

Section 1. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 802.02 (Public hearing and notice requirements) to read as follows:

“Sec. 802.02. Public hearing and notice requirements.

- (a) Before adopting any change to the text of the Zoning Ordinance, the City Council shall conduct a public hearing in accordance with Section 804. Prior to the City Council public hearing the text amendment shall be presented for public comment

at a Community Zoning Information Meeting (CZIM) and a Planning Commission (PC) meeting.

- (b) Notice of the Planning Commission meeting (both for public comment and public hearing) and City Council hearing shall be given simultaneously at least 15 days but no more than 45 days prior to the City Council public hearing and shall be published as required by state law.
- (c) No posting of signs or mailing of notification letters is required-, **unless otherwise required by law.**
- (d) When the Planning Commission or the City Council defers a decision on a text amendment, renotification is not required.”

Section 2. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 803.02 (pre-application meeting) to read as follows:

“Sec. 803.02. Pre-application meeting.

“Prior to the filing of a rezoning or special use application, the owner or his/her representative is required to schedule a Pre-Application Conference with the Community Development **and regulatory affairs** Department Staff to review applicable regulations that apply to the proposal and to discuss potential issues. The date of the pre-application meeting shall be noted on the application for rezoning or special use.”

Section 3. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 803.05 (Public hearing and notice requirements) to add a new section (h), to read as follows:

“Sec. 803.05. Public hearing and notice requirements.

...

- (h) Before adopting any city-initiated rezoning or amendment to the text of the zoning ordinance, resulting in the revision of one or more zoning classifications or definitions relating to single-family residential uses of property so as to authorize multifamily uses of property pursuant to such classification or definitions, or to grant blanket permission, under certain or all circumstances, for property owners to deviate from the existing zoning requirements of a single-family residential zoning, shall be adopted in accordance with the notice and hearing requirements contained in O.C.G.A. § 36-66-4(h), as amended.”**

Section 4. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 804.02 (Opening hearings) subsection (f), to read as follows:

“Sec. 804.02. Opening hearings.

...

- (f) No person in attendance is to speak unless first formally recognized by the presiding official. Upon rising to speak each person recognized is to state their name and home address.
 - (1) The presiding official may encourage reasonable limits on the number of persons who may speak for or against a proposal, on the time allowed for each speaker, and on the total time allowed for presentation of the application.
 - (2) ~~Such reasonable time limitations, however, shall not deny any member of the general public to speak at the public hearing.~~
 - (3) Equal time for proponents of proposed zoning decisions to present data, evidence, and opinion and for presentation by opponents of each proposed zoning decision shall be provided, such minimum time period to be no less than ten minutes per side.
 - (4) Altogether, the total amount of time afforded the proponents of the application and the opponents, including rebuttal and cross-examination, shall be equal. Neither side, however, is required to use the total time available.”

Section 5. That Appendix C (Zoning) Article 8 (Procedures and permits) Section 804.03 (Decisions), subsection (b)(1), which currently reads as follows:

“Sec. 804.03. Decisions.

- (b) *Decision.*
 - (1) *Planning Commission.*
 - a. Following the Planning Commission's public hearing, as Secretary to the Planning Commission, the Community Development and Regulatory Affairs Director shall prepare and submit the Planning Commission's recommendations to the City Council prior to the City Council's public hearing.
 - b. If the Planning Commission fails to submit a recommendation within 60 days of submission of a fully completed application, it shall be deemed to have recommended approval of the proposed amendment.”

be amended, in its entirety, to read as follows:

- “(1) *Planning Commission.* Following the Planning Commission's public hearing, as Secretary to the Planning Commission, the Community Development and Regulatory Affairs Director shall prepare and submit the Planning Commission's recommendations to the City Council prior to the City Council's public hearing.”

Section 6. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 804.05 (Modification of conditions of approval) by deleting section (b), as follows:

“Sec. 804.05. Modification of conditions of approval.

A modification is a request for relief from the conditions of zoning or special use approval when a site development proposal does not comply with approved conditions.
~~There are two different types of modifications which are listed and described below.~~

...

~~(b) — *Administrative modification.*~~

- ~~(1) — An administrative modification application may be filed if the Director of Community Development and Regulatory Affairs determines that the modification request is not prohibited by Section 808.03, Limitation on Authority, and will constitute only a technical change.~~
- ~~(2) — The Director of the Community Development and Regulatory Affairs Department shall determine what public notification, if any, is reasonable on a case by case basis~~
- ~~(3) — The Director of Community Development and Regulatory Affairs shall send the administrative modification decision to the City Council for confirmation at the next appropriate regular meeting.”~~

Section 7. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 808.13 (Public hearing) to read as follows:

“Sec. 808.13. Public hearing.

- ~~(a) A public hearing shall be conducted by the stated hearing body of each appeal application before taking action thereon, except those authorized to be considered administratively.~~
- ~~(b) The public hearing shall be conducted in accordance with Section 804, Conducting a Public Hearing; Decisions.~~
- ~~(c) — The schedule of public hearings and deadlines for the filing of an appeal shall be established by the City Council.~~
- ~~(d) — Public hearings are not required for minor variances and administrative minor variances; however, notification in accordance with Section 808.15(b) below is required.”~~

Section 8. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 808.15 (Public notification) to read as follows:

“Sec. 808.15. Public notification.

(a) *Applications requiring a public hearing.*

- (1) For those applications requiring a public hearing (primary variances, concurrent variances, and appeals from administrative decisions), the Director of Community Development and Regulatory Affairs shall:
 - a. Publish notice of the public hearing in a newspaper of general circulation at least ~~15~~ **30** days, ~~but no more than 45 days~~ prior to the public hearing at which an application will be heard. The published notice shall contain the time, place and purpose of the hearing and the location of the property if applicable. Renotification is not required when a petition is deferred by the City Council or the Zoning Board of Appeals.
 - b. The applicant or agent shall post a sign as issued by the Community Development and Regulatory Affairs Department in a conspicuous location on each public street frontage of the subject site, at least 20 days, but not more than 45 days, prior to the public hearing at which an application will be heard.
 - c. The sign shall be mounted and posted as specified by the Community Development and Regulatory Affairs Department. Property that is not posted on the 20th day before the scheduled hearing date will be administratively removed from the agenda. The sign will remain posted on-site until final action by the appropriate hearing body is taken.
 - d. When the Zoning Board of Appeals defers a petition, the applicant is required to post an updated sign with new hearing dates 20 days prior to the next scheduled hearing date. When the City Council defers a petition, an updated sign is not required.
 - e. The posted sign shall contain the date, time, place and purpose of the hearing.
- (2) Notice of the public hearing shall be postmarked ~~15~~ **30** days prior to the hearing date and shall be given by regular mail to all property owners within 1,320 feet of the boundaries of the property who appear on the current tax records of South Fulton as retrieved by the City's Geographic Information System. Renotification is not required when a petition is deferred by the City Council or the Zoning Board of Appeals.”

(b) *Applications for minor and administrative minor variances ~~not requiring a public hearing~~.* Notification shall be provided as follows:

- (1) *Minor Variance:* **Notice shall be published in a newspaper of general circulation at least 30 days prior to the hearing.** The **owner of the property that is the subject of the proposed action, and the** owners of property adjacent and contiguous across the right-of-way of the subject site shall be notified in accordance with Section 808.15(a)(2) above.

- (2) *Administrative Minor Variance:* **Notice shall be published in a newspaper of general circulation at least 30 days prior to the hearing. The owner of the property that is the subject of the proposed action shall be notified in accordance with Section 808.15(a)(2) above.** ~~No written notification.~~

Section 9. To amend Appendix C (Zoning) Article 8 (Procedures and permits) Section 808.20 (Time limitation on appeals to superior court) to read as follows:

“Sec. 808.20. Time limitation on appeals to superior court.

- (a) The decision of the Zoning Board of Appeals is a final decision; therefore, any appeal of such a decision shall be pursued by **petition for review** ~~application for writ of certiorari~~ filed with the Fulton County Superior Court within 30 days of the date of the decision.”

Section 10. Section 3. Amendments are shown with ~~striketrough~~ to denote text to be deleted and **bold underline** to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 11. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 12. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 13. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 14. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

REGINALD B. McCLENDON
INTERIM DIRECTOR



CHAKIRA JOHNSON
CITY ENGINEER

**DEPARTMENT OF
COMMUNITY DEVELOPMENT AND REGULATORY AFFAIRS**

MEMORANDUM

TO: Mayor and City Council Members, City of South Fulton

FROM: Reginald B. McClendon, Interim Director
Community Development and Regulatory Affairs

DATE: 2/28/2022

SUBJECT: *Changes to City of South Fulton Zoning Code in Response to HB 1405
(Georgia Laws 881)*

This memorandum is intended to be a companion to the attached Ordinance which amends The City of South Fulton Zoning Code (Appendix C, Code of Ordinances), in response to HB 1405 which was passed during the 2022 Georgia Legislative Session, and codified as Georgia Laws Act 881. HB 1405 made various changes to the Georgia Zoning Procedures Law (O.C.G.A. § 36-66-1, *et seq.*). This memorandum will quickly summarize those changes, and outline the specific changes to the South Fulton Zoning Code and the corresponding reasons for each change.

HB 1405 made the following general changes to the Zoning Procedures Law:

- It expands the Zoning Procedures Law to address not just zoning decisions (which were previously defined to include only certain decisions by the governing body) but also to include decisions delegated to officers, boards and agencies. In the City of South Fulton, the Zoning Board of Appeals represents a board with delegated powers. Additionally, the Director of CDRS can make these types of decisions currently.
- The definition of “zoning decision” is amended add a variance or condition that is considered in conjunction with a rezoning or special use permit decision.
- It creates a new definition for “quasi-judicial officers, boards and agencies” which includes officers and bodies delegated decision-making power under the zoning ordinance.

- It requires public hearing and notice for any quasi-judicial zoning decision delegated to a local officer or board (at least 30 days before the public hearing, and also requires written notice to be sent to the property owner at least 30 days before the hearing).
- It creates a complicated procedural scheme when a local government initiates a rezoning of a single-family zoned property to allow for multi-family uses.
- It rewrites the appeal mechanism.

Finally, while this amendment was passed in 2022, it contains a section pronouncing that any decision made prior to July 1, 2023, will not be rendered invalid if they don't follow the revised law. In other, words, local governments have until July 2023 to revise their codes to comply with the new law.

Appendix "A" of this memo will outline each change in the code, and the reason for each change, for the purposes of hopefully answering any questions about this ordinance. Appendix "B" is a copy of HB 1405.

APPENDIX “A”

Section 1.

“Sec. 802.02. Public hearing and notice requirements.

- (a) Before adopting any change to the text of the Zoning Ordinance, the City Council shall conduct a public hearing in accordance with Section 804. Prior to the City Council public hearing the text amendment shall be presented for public comment at a Community Zoning Information Meeting (CZIM) and a Planning Commission (PC) meeting.
- (b) Notice of the Planning Commission meeting (both for public comment and public hearing) and City Council hearing shall be given simultaneously at least 15 days but no more than 45 days prior to the City Council public hearing and shall be published as required by state law.
- (c) No posting of signs or mailing of notification letters is required-, **unless otherwise required by law.**
- (d) When the Planning Commission or the City Council defers a decision on a text amendment, renotification is not required.”

Sec. 802.02 refers to text amendments to the Zoning Ordinance. HB 1405 does require the posting of notice in the particular instance when a municipality revises zoning classifications to allow multifamily uses in single-family zoned districts. This change covers that situation.

Section 2 is a cosmetic change to correct the name of the Department.

Section 3.

“Sec. 803.05. Public hearing and notice requirements.

(h) Before adopting any city-initiated rezoning or amendment to the text of the zoning ordinance, resulting in the revision of one or more zoning classifications or definitions relating to single-family residential uses of property so as to authorize multifamily uses of property pursuant to such classification or definitions, or to grant blanket permission, under certain or all circumstances, for property owners to deviate from the existing zoning requirements of a single-family residential zoning, shall be adopted in accordance with the notice and hearing requirements contained in O.C.G.A. § 36-66-4(h), as amended.”

The section creating the new rules for government-initiated changes which revise a single-family zone to allow for multifamily uses is extensive. Instead of copying that section into the local ordinance, this language incorporates the new state law by reference.

Section 4.

“Sec. 804.02. Opening hearings.

...

- (f) No person in attendance is to speak unless first formally recognized by the presiding official. Upon rising to speak each person recognized is to state their name and home address.
 - (1) The presiding official may encourage reasonable limits on the number of persons who may speak for or against a proposal, on the time allowed for each speaker, and on the total time allowed for presentation of the application.
 - (2) ~~Such reasonable time limitations, however, shall not deny any member of the general public to speak at the public hearing.~~
 - (3) Equal time for proponents of proposed zoning decisions to present data, evidence, and opinion and for presentation by opponents of each proposed zoning decision shall be provided, such minimum time period to be no less than ten minutes per side.
 - (4) Altogether, the total amount of time afforded the proponents of the application and the opponents, including rebuttal and cross-examination, shall be equal. Neither side, however, is required to use the total time available.”

This language is potentially problematic in the event that there are too many people in attendance at a public hearing to accommodate all speakers.

Section 5.

“Sec. 804.03. Decisions.

- (b) *Decision.*
 - (1) *Planning Commission.*
 - a. Following the Planning Commission's public hearing, as Secretary to the Planning Commission, the Community Development and Regulatory Affairs Director shall prepare and submit the Planning Commission's recommendations to the City Council prior to the City Council's public hearing.
 - b. If the Planning Commission fails to submit a recommendation within 60

days of submission of a fully completed application, it shall be deemed to have recommended approval of the proposed amendment.”

be amended, in its entirety, to read as follows:

- “(1) *Planning Commission.* Following the Planning Commission's public hearing, as Secretary to the Planning Commission, the Community Development and Regulatory Affairs Director shall prepare and submit the Planning Commission's recommendations to the City Council prior to the City Council's public hearing.”

The language requiring the Planning Commission recommendation within 60 days is in conflict with Sec. 5-1009 of the Code which requires a decision within 30 days (both sections should be amended). These time limitations are impractical and they don't account for additional work that needs to be completed by the CDRA Department prior to submission to the Planning Commission.

Section 6.

“Sec. 804.05. Modification of conditions of approval.

A modification is a request for relief from the conditions of zoning or special use approval when a site development proposal does not comply with approved conditions. There are two different types of modifications which are listed and described below.

...

~~(b) — *Administrative modification.*~~

~~(1) — An administrative modification application may be filed if the Director of Community Development and Regulatory Affairs determines that the modification request is not prohibited by Section 808.03, Limitation on Authority, and will constitute only a technical change.~~

~~(2) — The Director of the Community Development and Regulatory Affairs Department shall determine what public notification, if any, is reasonable on a case by case basis~~

~~(3) — The Director of Community Development and Regulatory Affairs shall send the administrative modification decision to the City Council for confirmation at the next appropriate regular meeting.”~~

This Section removes the “Administrative Modification” process from our Code. Firstly, it is unclear how staff should apply administrative modifications because of the undefined term “technical change”. Additionally, this type of action is defined as a quasi-judicial decision under HB 1405, and requires 30-day notice and a hearing. Thus, there is no longer any operational efficiency associated with this process.

Section 7.

“Sec. 808.13. Public hearing.

- (a) A public hearing shall be conducted by the stated hearing body of each appeal application before taking action thereon. ~~except those authorized to be considered administratively.~~
- (b) The public hearing shall be conducted in accordance with Section 804, Conducting a Public Hearing; Decisions.
- (c) ~~The schedule of public hearings and deadlines for the filing of an appeal shall be established by the City Council.~~
- (d) ~~Public hearings are not required for minor variances and administrative minor variances; however, notification in accordance with Section 808.15(b) below is required.”~~

This section allows for certain appeals and variance requests to be handled administratively (without a public hearing). HB 1405 removes the possibility of making these decisions without a hearing, and those sections need to be amended. Additionally, with the increased number of appeals and variances that will require a hearing, it would be difficult for Council to establish a schedule of hearings.

Section 8.

“Sec. 808.15. Public notification.

- (a) *Applications requiring a public hearing.*
 - (1) For those applications requiring a public hearing (~~primary variances, concurrent variances, and appeals from administrative decisions~~), the Director of Community Development and Regulatory Affairs shall:
 - a. Publish notice of the public hearing in a newspaper of general circulation at least ~~15~~ **30** days, ~~but no more than 45 days~~ prior to the public hearing at which an application will be heard. The published notice shall contain the time, place and purpose of the hearing and the location of the property if applicable. Renotification is not required when a petition is deferred by the City Council or the Zoning Board of Appeals.

- b. The applicant or agent shall post a sign as issued by the Community Development and Regulatory Affairs Department in a conspicuous location on each public street frontage of the subject site, at least 20 days, but not more than 45 days, prior to the public hearing at which an application will be heard.
 - c. The sign shall be mounted and posted as specified by the Community Development and Regulatory Affairs Department. Property that is not posted on the 20th day before the scheduled hearing date will be administratively removed from the agenda. The sign will remain posted on-site until final action by the appropriate hearing body is taken.
 - d. When the Zoning Board of Appeals defers a petition, the applicant is required to post an updated sign with new hearing dates 20 days prior to the next scheduled hearing date. When the City Council defers a petition, an updated sign is not required.
 - e. The posted sign shall contain the date, time, place and purpose of the hearing.
- (2) Notice of the public hearing shall be postmarked ~~45~~ **30** days prior to the hearing date and shall be given by regular mail to all property owners within 1,320 feet of the boundaries of the property who appear on the current tax records of South Fulton as retrieved by the City's Geographic Information System. Renotification is not required when a petition is deferred by the City Council or the Zoning Board of Appeals.”

(b) Applications for minor and administrative minor variances ~~not requiring a public hearing~~. Notification shall be provided as follows:

- (1) *Minor Variance:* **Notice shall be published in a newspaper of general circulation at least 30 days prior to the hearing. The owner of the property that is the subject of the proposed action, and the** owners of property adjacent and contiguous across the right-of-way of the subject site shall be notified in accordance with Section 808.15(a)(2) above.
- (2) *Administrative Minor Variance:* **Notice shall be published in a newspaper of general circulation at least 30 days prior to the hearing. The owner of the property that is the subject of the proposed action shall be notified in accordance with Section 808.15(a)(2) above.** ~~No written notification.”~~

The amendment adds the 30 day notice requirement to hearings. It includes less stringent notification procedures for neighboring property owners when the variance applications are considered to be “minor.”

Section 9.

“Sec. 808.20. Time limitation on appeals to superior court.

- (a) The decision of the Zoning Board of Appeals is a final decision; therefore, any appeal of such a decision shall be pursued by **petition for review** ~~application for writ of certiorari~~ filed with the Fulton County Superior Court within 30 days of the date of the decision.”

This change reflects a change in the appeal procedure codified by HB 916, also passed in 2022.

APPENDIX “B”

House Bill 1405 (AS PASSED HOUSE AND SENATE)

By: Representatives Roberts of the 52nd, Washburn of the 141st, Crowe of the 110th, Dreyer of the 59th, Paris of the 142nd, and others

A BILL TO BE ENTITLED
AN ACT

1 To amend Title 36 of the Official Code of Georgia Annotated, relating to local governments,
2 so as to revise "The Zoning Procedures Law"; to revise provisions related to judicial review
3 of zoning decisions; to revise definitions; to provide for requirements for zoning decisions
4 by boards or agencies using delegated powers; to provide additional notice and hearing
5 provisions for changes to zoning ordinances that revise single-family residential
6 classifications and definitions so as to authorize multifamily residential property uses; to
7 require review procedures for decisions made by boards or agencies using delegated powers;
8 to provide for judicial review of zoning decisions; to require certain designations relating to
9 appeals of quasi-judicial decisions; to provide for related matters; to provide for an effective
10 date and applicability; to repeal conflicting laws; and for other purposes.

11 BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

12 **SECTION 1.**

13 Title 36 of the Official Code of Georgia Annotated, relating to local governments, is
14 amended by revising Chapter 66, relating to zoning procedures, as follows:

15 "CHAPTER 66

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36-66-1.

This chapter shall be known and may be cited as ~~'The Zoning~~ the 'Zoning Procedures Law.'

36-66-2.

(a) While recognizing and confirming the authority of local governments to exercise zoning power within their respective territorial boundaries, it is the intention of this chapter to establish as state policy minimum procedures governing the exercise and means of judicial review of the exercise of that power. The purpose of these minimum procedures is to assure that due process is afforded to the general public when local governments regulate the uses of property through the exercise of the zoning power. Nothing in this chapter shall be construed to invalidate any zoning decision made by a local government prior to ~~January 1, 1986~~ July 1, 2023, or to require a local government to exercise its zoning power.

(b) Consistent with the minimum procedures required by this chapter, local governments may:

(1) Provide by ordinance or resolution for such administrative officers, ~~bodies~~ boards, or agencies as may be expedient for the efficient exercise of ~~their~~ delegated, quasi-judicial zoning powers and to establish procedures and notice requirements for hearings before such quasi-judicial officers, boards, or agencies that are consistent with the minimum procedures provided for in this chapter to assure due process is afforded the general public; and

(2) Provide by ordinance or resolution for procedures and requirements in addition to or supplemental to those required by this chapter and, where so adopted, thereby establish the minimum procedures for such local government's exercise of zoning powers.

36-66-3.

As used in this chapter, the term:

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(1) 'Local government' means any county or municipality which exercises zoning power within its territorial boundaries.

(1.1) 'Quasi-judicial officers, boards, or agencies' means an officer, board, or agency appointed by a local government to exercise delegated, quasi-judicial zoning powers including hearing appeals of administrative decisions by such officers, boards, or agencies and hearing and rendering decisions on applications for variances, special administrative permits, special exceptions, conditional use permits, or other similar permits not enumerated herein as a zoning decision, pursuant to standards for the exercise of such quasi-judicial authority adopted by a local government.

(2) 'Territorial boundaries' means, in the case of counties, the unincorporated areas thereof and any area defined in paragraph (5.1) of Code Section 36-70-2, and, in the case of municipalities, the area lying within the corporate limits thereof except any area defined in paragraph (5.1) of Code Section 36-70-2.

(3) 'Zoning' means the power of local governments to provide within their respective territorial boundaries for the zoning or districting of property for various uses and the prohibition of other or different uses within such zones or districts and for the regulation of development and the improvement of real estate within such zones or districts in accordance with the uses of property for which such zones or districts were established.

(4) 'Zoning decision' means final legislative action by a local government which results in:

(A) The adoption or repeal of a zoning ordinance;

(B) The adoption of an amendment to a zoning ordinance which changes the text of the zoning ordinance;

(C) The adoption or denial of an amendment to a zoning ordinance ~~which rezones to~~ rezone property from one zoning classification to another;

(D) The adoption or denial of an amendment to a zoning ordinance by a municipal local government ~~which zones to zone~~ to zone property to be annexed into the municipality; ~~or~~

(E) The grant or denial of a permit relating to a special use of property;

(F) The grant or denial of a variance or conditions concurrent and in conjunction with a decision pursuant to subparagraphs (C) or (E) of this paragraph.

(5) 'Zoning ordinance' means an ordinance or resolution of a local government establishing procedures and zones or districts within its respective territorial boundaries which regulate the uses and development standards of property within such zones or districts. The term also includes the zoning map adopted in conjunction with a zoning ordinance which shows the zones and districts and zoning classifications of property therein.

36-66-4.

(a) A local government taking action resulting in a zoning decision shall provide for a hearing on the proposed action. Where the proposed action includes any combination of zoning decisions under subparagraphs (C), (E), or (F) of paragraph (4) of Code Section 36-66-3 for the same property, only one hearing shall be required under this Code Section.

At least 15 but not more than 45 days prior to the date of the hearing, the local government shall cause to be published within a newspaper of general circulation within the territorial boundaries of the local government a notice of the hearing. The notice shall state the time, place, and purpose of the hearing.

(b) If a zoning decision of a local government is for the rezoning of property and the rezoning is initiated by a party other than the local government, then:

(1) The notice, in addition to the requirements of subsection (a) of this Code section, shall include the location of the property, the present zoning classification of the property, and the proposed zoning classification of the property; and

(2) A sign containing information required by local ordinance or resolution shall be placed in a conspicuous location on the property not less than 15 days prior to the date of the hearing.

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(c) If the zoning decision of a local government is for the rezoning of property and the amendment to the zoning ordinance to accomplish the rezoning is defeated by the local government, then the same property may not again be considered for rezoning until the expiration of at least six months immediately following the defeat of the rezoning by the local government.

(d) If the zoning is for property to be annexed into a municipality, then:

(1) Such municipal local government shall complete the procedures required by this chapter for such zoning, except for the final vote of the municipal governing authority, prior to adoption of the annexation ordinance or resolution or the effective date of any local Act but no sooner than the date the notice of the proposed annexation is provided to the governing authority of the county as required under Code Section 36-36-6;

(2) The hearing required by subsection (a) of this Code section shall be conducted prior to the annexation of the subject property into the municipality;

(3) In addition to the other notice requirements of this Code section, the municipality shall cause to be published within a newspaper of general circulation within the territorial boundaries of the county wherein the property to be annexed is located a notice of the hearing as required under the provisions of subsection (a) or (b), as applicable, of this Code section and shall place a sign on the property when required by subsection (b) of this Code section; and

(4) The zoning classification approved by the municipality following the hearing required by this Code section shall become effective on the later of:

(A) The date the zoning is approved by the municipality;

(B) The date that the annexation becomes effective pursuant to Code Section 36-36-2;
or

(C) Where a county has interposed an objection pursuant to Code Section 36-36-11, the date provided for in paragraph (8) of subsection (c) of said Code section.

(e) A qualified municipality into which property has been annexed may provide, by the adoption of a zoning ordinance, that all annexed property shall be zoned by the municipality, without further action, for the same use for which that property was zoned immediately prior to such annexation. A qualified county which includes property which has been deannexed by a municipality may provide, by the adoption of a zoning ordinance, that all deannexed property shall be zoned by the county, without further action, for the same use for which that property was zoned immediately prior to such deannexation. A municipality shall be a qualified municipality only if the municipality and the county in which is located the property annexed into such municipality have a common zoning ordinance with respect to zoning classifications. A county shall be a qualified county only if that county and the municipality in which was located the property deannexed have a common zoning ordinance with respect to zoning classifications. A zoning ordinance authorized by this subsection shall be adopted in compliance with the other provisions of this chapter. The operation of such ordinance to zone property which is annexed or deannexed shall not require any further action by the adopting municipality, adopting county, or owner of the property annexed or deannexed. Property which is zoned pursuant to this subsection may have such zoning classification changed upon compliance with the other provisions of this chapter.

(f) When a proposed zoning decision relates to or will allow the location or relocation of a halfway house, drug rehabilitation center, or other facility for treatment of drug dependency, a public hearing shall be held on the proposed action. Such public hearing shall be held at least six months and not more than nine months prior to the date of final action on the zoning decision. The hearing required by this subsection shall be in addition to any hearing required under subsection (a) of this Code section. The local government shall give notice of such hearing by:

- (1) Posting notice on the affected premises in the manner prescribed by subsection (b) of this Code section; and

(2) Publishing in a newspaper of general circulation within the territorial boundaries of the local government a notice of the hearing at least 15 days and not more than 45 days prior to the date of the hearing.

Both the posted notice and the published notice shall include a prominent statement that the proposed zoning decision relates to or will allow the location or relocation of a halfway house, drug rehabilitation center, or other facility for treatment of drug dependency. The published notice shall be at least six column inches in size and shall not be located in the classified advertising section of the newspaper.

(g) A local government delegating decision-making power to a quasi-judicial officer, board, or agency shall provide for a hearing on each proposed action described in paragraph (1.1) of Code Section 36-66-3. Notice of such hearing shall be provided at least 30 days prior to the quasi-judicial hearing, with such notice being made as provided for in subsection (a) of this Code section and with additional notice being mailed to the owner of the property that is the subject of the proposed action.

(h)(1) Notwithstanding any other provisions of this chapter to the contrary, when a proposed zoning decision relates to an amendment of the zoning ordinance to revise one or more zoning classifications or definitions relating to single-family residential uses of property so as to authorize multifamily uses of property pursuant to such classification or definitions, or to grant blanket permission, under certain or all circumstances, for property owners to deviate from the existing zoning requirements of a single-family residential zoning, such zoning decision must be adopted in the following manner:

(A) The zoning decision shall be adopted at two regular meetings of the local government making the zoning decision, during a period of not less than 21 days apart; and

(B) Prior to the first meeting provided for in subparagraph (A) of this paragraph, at least two public hearings shall be held on the proposed action. Such public hearings shall be held at least three months and not more than nine months prior to the date of

final action on the zoning decision. Furthermore, at least one of the public hearings must be held between the hours of 5:00 P.M. and 8:00 P.M. The hearings required by this paragraph shall be in addition to any hearing required under subsection (a) of this Code section. The local government shall give notice of such hearing by:

(i) Posting notice on each affected premises in the manner prescribed by subsection (b) of this Code section; provided, however, that when more than 500 parcels are affected, in which case posting notice is required every 500 feet in the affected area; and

(ii) Publishing in a newspaper of general circulation within the territorial boundaries of the local government a notice of each hearing at least 15 days and not more than 45 days prior to the date of the hearing.

Both the posted notice and the published notice shall include a prominent statement that the proposed zoning decision relates to or will authorize multifamily uses or give blanket permission to the property owner to deviate from the zoning requirements of a single-family residential zoning of property in classification previously relating to single-family residential uses. The published notice shall be at least nine column inches in size and shall not be located in the classified advertising section of the newspaper. The notice shall state that a copy of the proposed amendment is on file in the office of the clerk or the recording officer of the local government and in the office of the clerk of the superior court of the county of the legal situs of the local government for the purpose of examination and inspection by the public. The local government shall furnish anyone, upon written request, a copy of the proposed amendment, at no cost.

(2) The provisions of paragraph (1) of this subsection shall also apply to any zoning decisions that provide for the abolition of all single-family residential zoning classifications within the territorial boundaries of a local government or zoning decisions that result in the rezoning of all property zoned for single-family residential uses within

200 the territorial boundaries of a local government to multifamily residential uses of
201 property.

202 (3) This subsection shall not apply to zoning decisions for the rezoning of property from
203 a single-family residential use of property to a multifamily residential use of property
204 when the rezoning is initiated by the owner or authorized agent of the owner of such
205 property.

206 36-66-5.

207 (a) Local governments shall adopt policies and procedures which govern calling and
208 conducting hearings required by Code Section 36-66-4, and printed copies of such policies
209 and procedures shall be available for distribution to the general public. Such policies and
210 procedures shall specify a minimum time period at hearings on proposed zoning decisions
211 or quasi-judicial decisions for presentation of data, evidence, and opinion by proponents
212 of each zoning decision and an equal minimum time period for presentation by opponents
213 of each proposed zoning decision, such minimum time period to be no less than ten
214 minutes per side.

215 (b) In addition to policies and procedures required by subsection (a) of this Code section,
216 each local government rendering a zoning decision shall adopt standards governing the
217 exercise of the zoning power, and such standards may include any factors which the local
218 government finds relevant in balancing the interest in promoting the public health, safety,
219 morality, or general welfare against the right to the unrestricted use of property. Such
220 standards shall be printed and copies thereof shall be available for distribution to the
221 general public.

222 (b.1) In addition to policies and procedures required by subsection (a) of this Code section,
223 each local government providing for a quasi-judicial officer's, board's, or agency's grant,
224 denial, or review of a quasi-judicial matter may adopt specific standards and criteria
225 governing the exercise of such quasi-judicial decision-making authority, and such standards

shall include the factors by which the local government directs the evaluation of a quasi-judicial matter. Such standards shall be printed and copies thereof made available for distribution to the general public.

(c) The policies and procedures required by subsection (a) of this Code section and the adoption of standards required by subsection (b) and permitted by subsection (b.1) of this Code section ~~may~~ shall be included in and adopted as part of the zoning ordinance. Prior to the adoption of any zoning ordinance enacted on or after ~~January 1, 1986~~ July 1, 2022, a local government shall conduct a public hearing on a proposed action which may be advertised and held concurrent with the hearing required by subsection (a) of Code Section 36-66-4 for the adoption of a zoning ordinance. The provisions of subsection (a) of Code Section 36-66-4 relating to notices of public hearings for the purposes of that subsection shall also apply to public hearings required by this subsection.

36-66-5.1.

(a) To ensure that the general public is afforded due process in an orderly way to petition the courts for review of a local government's exercise of zoning, administrative, or quasi-judicial powers as guaranteed by Article I, Section I, Paragraphs IX and XII of the Constitution, the General Assembly, pursuant to its authority under Article VI, Section IV, Paragraph I of the Constitution, provides the following mechanism by which each of the powers described in this chapter may be reviewed by the superior court of the county wherein such property is located:

(1) Zoning decisions as described in this chapter, being legislative in nature, shall be subject to direct constitutional challenge regarding the validity of maintaining the existing zoning on the subject property or the validity of conditions or an interim zoning category other than what was requested in the superior court pursuant to its original jurisdiction over declaratory judgments pursuant to Chapter 4 of Title 9 and equity jurisdiction under Title 23. Such challenges shall be by way of a de novo review by the superior court

wherein such review brings up the whole record from the local government and all competent evidence shall be admissible in the trial thereof, whether adduced in a local government process or not and employing the presumption that a governmental zoning decision is valid and can be overcome substantively by a petitioner showing by clear and convincing evidence that the zoning classification is a significant detriment to the petitioner and is insubstantially related to the public health, safety, morality, or general welfare; or

(2) Quasi-judicial decisions as described in this chapter and zoning decisions under subparagraph (E) of paragraph (4) of Code Section 36-66-3 shall be subject to appellate review by the superior court pursuant to its appellate jurisdiction from a lower judicatory body and shall be brought by way of a petition for such review as provided for in Title 5. Such matters shall be reviewed on the record which shall be brought to the superior court as provided in Title 5.

(b) All such challenges or appeals shall be brought within 30 days of the written decision of the challenged or appealed action.

(c) To ensure that the citizens of this state are not unnecessarily burdened by the review process as a mechanism of appeal, local governments shall designate by ordinance or resolution:

(1) The officer of the quasi-judicial board or agency who shall have authority, without additional board or agency action, to approve or issue any form or certificate necessary to perfect the petition described in Title 5 for review of lower judicatory bodies and upon whom service of such petition may be effected or accepted on behalf of the lower judicatory board or agency, during normal business hours, at the regular offices of the local government; and

(2) The elected official or his or designee who shall have authority to accept service and upon whom service of an appeal of a quasi-judicial decision may be effected or accepted

on behalf of the local governing authority, during normal business hours, at the regular offices of the local government.

(d) An appeal or challenge by an opponent filed pursuant to this chapter shall stay all legal proceedings in furtherance of the action appealed from or challenged, unless the local government, officer, board, or agency from which or from whom the appeal or challenge is taken certifies that, by reason of the facts stated in the certificate, a stay would cause imminent peril to life or property. In such actions, the applicant for the zoning decision or the quasi-judicial decision shall be a necessary party and shall be named as a defendant in the action and served in accordance with the requirements of Title 5 or Title 9, as appropriate.

36-66-6.

(a) In any local government which has established a planning department or other similar agency charged with the duty of reviewing zoning proposals, such planning department or other agency shall, with respect to each proposed zoning decision involving land that is adjacent to or within 3,000 feet of any military base or military installation or within the 3,000 foot Clear Zone and Accident Prevention Zones Numbers I and II as prescribed in the definition of an Air Installation Compatible Use Zone of a military airport, investigate and make a recommendation with respect to each of the matters enumerated in subsection (b) of this Code section, in addition to any other duties with which the planning department or agency is charged by the local government. The planning department or other agency shall request from the commander of such military base, military installation, or military airport a written recommendation and supporting facts relating to the use of the land being considered in the proposed zoning decision at least 30 days prior to the hearing required by subsection (a) of Code Section 36-66-4. If the base commander does not submit a response to such request by the date of the public hearing, there shall be a presumption that the proposed zoning decision will not have any adverse effect relative to

the matters specified in subsection (b) of this Code section. Any such information provided shall become a part of the public record.

(b) The matters with which the planning department or agency shall be required to make such investigation and recommendation shall be:

(1) Whether the zoning proposal will permit a use that is suitable in view of the use of adjacent or nearby property within 3,000 feet of a military base, military installation, or military airport;

(2) Whether the zoning proposal will adversely affect the existing use or usability of nearby property within 3,000 feet of a military base, military installation, or military airport;

(3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

(4) Whether the zoning proposal will result in a use which will or could cause a safety concern with respect to excessive or burdensome use of existing streets, transportation facilities, utilities, or schools due to the use of nearby property as a military base, military installation, or military airport;

(5) If the local government has an adopted land use plan, whether the zoning proposal is in conformity with the policy and intent of the land use plan; and

(6) Whether there are other existing or changing conditions affecting the use of the nearby property as a military base, military installation, or military airport which give supporting grounds for either approval or disapproval of the zoning proposal."

325 **SECTION 2.**

326 This Act shall become effective on July 1, 2022, and shall apply to all zoning and
327 quasi-judicial decisions occurring on and after that date; however, no zoning or quasi-judicial
328 decision prior to July 1, 2023, shall be rendered invalid or void because of a local
329 government's failure to implement language in their ordinances accomplishing the provisions
330 of Code Section 36-66-5.1.

331 **SECTION 3.**

332 All laws and parts of laws in conflict with this Act are repealed.

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: March 13, 2023
SUBJECT: Text Amendment Changes Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance to amend the City of South Fulton Code of Ordinances and the City of South Fulton Zoning Ordinance to bring the ordinance in compliance with changes to the zoning procedures law implemented by HB 1405 (Georgia Laws Act 881).

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:50 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for Old National Highway, Project T265, Parcel 31; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary

DATE: April 25, 2023

SUBJECT: 7:50 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for Old National Highway, Project T265, Parcel 31; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Old National Sidewalks Parcel 31 Resolution	Cover Memo	4/21/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2023-_____

A RESOLUTION TO AUTHORIZE THE USE OF EMINENT DOMAIN TO ACQUIRE REAL PROPERTY INTERESTS NECESSARY TO COMPLETE THE SIDEWALK PROJECT FOR OLD NATIONAL HIGHWAY, PROJECT T265, PARCEL 31; TO AUTHORIZE THE CITY OF SOUTH FULTON, GEORGIA TO CONDEMN SAID PROPERTY INTERESTS, WHERE NECESSARY; AND FOR OTHER PURPOSES.

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 City, pursuant to Section 1.12 (b) (6) of its Charter, has the authority to condemn property for present or future use and for any corporate purpose deemed necessary by the governing authority using the methods and means not inconsistent with the Charter, the Constitution and laws of the State of Georgia; and as provided in O.C.G.A. § 22-1-1 et seq., and O.C.G.A. § 32-3-1 et seq.; and

WHEREAS, the Mayor and Council of the City of South Fulton, Georgia have determined that it is in the public interest and benefit to install sidewalks on Old National Highway from Flat Shoals Road to Jonesboro Road, within the City of South Fulton city limits and have adopted and accepted a plan for the transportation project; and

WHEREAS, in order to perform the sidewalk project for the public use and for the public benefit, it is necessary to obtain certain interests in real property from parcels adjacent to Old National Highway; and

WHEREAS, an appraiser familiar with real estate values in Fulton County, Georgia, was employed to appraise the tract of land located at 6400 Old National Highway, South Fulton, Georgia 30296, bearing Parcel ID 13-0132-LL-022-9 (the "Property") and has determined that just and adequate compensation for the property interests necessary to transportation project, which are more specifically described in Exhibit "A", and for any consequential damages or benefits considered, is Six Thousand Two Hundred Dollars and Zero Cents (\$6,200.00); and

WHEREAS, the City engaged in good faith negotiations with the owner of the Property to acquire the Property based upon a certified appraisal of the same, but the negotiations were unsuccessful; and

WHEREAS, the exercise of eminent domain over the Property is necessary for public use; and

WHEREAS, condemnation for transportation purposes pursuant to O.C.G.A. § 32-3-1 et seq., or other appropriate method, is necessary to accomplish the public use.

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

Section 1. That the City of South Fulton declares its intent to acquire the property interests described in Exhibit “A”, attached hereto, from the tract of land located at 6400 Old National Highway, South Fulton, Georgia 30296, bearing Parcel ID 13-0132-LL-022-9.

Section 2. That the City Council finds that this resolution authorizing the use of eminent domain to acquire certain tracts and/or parcels of land necessary to facilitate the transportation project along Old National Highway from Flat Shoals Road to Jonesboro Road is necessary for a public purpose.

Section 3. That the City Council finds that the public necessity for immediately acquiring all of the property interests specifically described in Exhibit “A” for the above stated purposes is hereby declared; and further, a finding is hereby made that the circumstances are such that it is necessary to proceed with condemnation proceedings by use of the declaration of taking method of condemnation, as authorized by O.C.G.A. § 32-3-1 et seq, and use of this method is hereby authorized for the acquisition of the property interests described in Exhibit “A”.

Section 4. That the City has determined that Six Thousand Two Hundred Dollars and Zero Cents (\$6,200.00) is the just and adequate compensation to be remitted for the property interests sought and that amount is specifically authorized by this resolution.

Section 5. That the City Attorney is authorized by this Resolution to proceed with condemnation proceedings in the name of the City of South Fulton, Georgia for the quick and effective condemnation of the property interests described in Exhibit “A” for the described public purpose and use set forth herein, as provided by local and statutory law and the Constitution of Georgia.

Section 6. That the City Manager, or her designee, is hereby authorized and directed to execute all documents necessary for the acquisition and condemnation of the subject Property described or referenced herein, to make or authorize all necessary expenditures or payments and to also take all the necessary steps to accomplish the intent and purpose of this resolution, including but not limited to, title searches, appraisals, surveys, specialty reports, expert fees, closings and/or any other costs associated with the condemnation action authorized by this Resolution.

Section 7. That after approval of this Resolution the Mayor of the City of South Fulton, Georgia is authorized and directed to sign a declaration of taking related to the property interests specified in Exhibit “A”, as required by O.C.G.A. § 32-3-6, on behalf of the City of South Fulton.

[signatures and voting tabulations appear on the following page]

EXHIBIT "A"

P. I. NO.: T-265, 0010730/0015624
PARCEL NO.: 31
COUNTY: Fulton
DATE OF R/W PLANS: July 28, 2021
REVISION DATE: December 25, 2021

REQUIRED RIGHT OF WAY

All that tract or parcel of land lying and being in Land Lot 132 of the 13th Land District of Fulton County, Georgia, being more particularly described as follows:

Beginning at a point 53.35 feet right of and opposite Station 111+73.70 on the construction centerline of Old National Highway Sidewalk Project on Georgia Highway Project No.0010730/0015624 ; running thence N 0°12'49.5" E a distance of 168.46 feet to a point 48.04 feet right of and opposite station 113+42.07 on said construction centerline laid out for OLD NATIONAL HWY; thence S 89°37'36.2" E a distance of 11.96 feet to a point 60.00 feet right of and opposite station 113+42.42 on said construction centerline laid out for OLD NATIONAL HWY; thence S 2°01'13.9" W a distance of 168.56 feet to a point 60.00 feet right of and opposite station 111+73.86 on said construction centerline laid out for OLD NATIONAL HWY; thence N 89°20'34.1" W a distance of 6.65 feet back to the point of beginning.

Containing 0.036 acres more or less.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:55 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for Old National Highway, Project T265, Parcel 37; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary

DATE: April 25, 2023

SUBJECT: 7:55 p.m. Request Council Approval of A Resolution to Authorize the Use of Eminent Domain to Acquire Real Property Interests Necessary to Complete the Sidewalk Project for Old National Highway, Project T265, Parcel 37; To Authorize the City of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Old National Sidewalks Parcel 37 Resolution	Cover Memo	4/21/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2023-_____

A RESOLUTION TO AUTHORIZE THE USE OF EMINENT DOMAIN TO ACQUIRE REAL PROPERTY INTERESTS NECESSARY TO COMPLETE THE SIDEWALK PROJECT FOR OLD NATIONAL HIGHWAY, PROJECT T265, PARCEL 37; TO AUTHORIZE THE CITY OF SOUTH FULTON, GEORGIA TO CONDEMN SAID PROPERTY INTERESTS, WHERE NECESSARY; AND FOR OTHER PURPOSES.

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 City, pursuant to Section 1.12 (b) (6) of its Charter, has the authority to condemn property for present or future use and for any corporate purpose deemed necessary by the governing authority using the methods and means not inconsistent with the Charter, the Constitution and laws of the State of Georgia; and as provided in O.C.G.A. § 22-1-1 et seq., and O.C.G.A. § 32-3-1 et seq.; and

WHEREAS, the Mayor and Council of the City of South Fulton, Georgia have determined that it is in the public interest and benefit to install sidewalks on Old National Highway from Flat Shoals Road to Jonesboro Road, within the City of South Fulton city limits and have adopted and accepted a plan for the transportation project; and

WHEREAS, in order to perform the sidewalk project for the public use and for the public benefit, it is necessary to obtain certain interests in real property from parcels adjacent to Old National Highway; and

WHEREAS, an appraiser familiar with real estate values in Fulton County, Georgia, was employed to appraise the tract of land located at 6280 Old National Highway, South Fulton, Georgia 30296, bearing Parcel ID 13-0125-LL-005-3 (the "Property") and has determined that just and adequate compensation for the property interests necessary to transportation project, which are more specifically described in Exhibit "A", and for any consequential damages or benefits considered, is Six Thousand Four Hundred Fifty Dollars and Zero Cents (\$6,450.00); and

WHEREAS, the City engaged in good faith negotiations with the owner of the Property to acquire the Property based upon a certified appraisal of the same, but the negotiations were unsuccessful; and

WHEREAS, the exercise of eminent domain over the Property is necessary for public use; and

WHEREAS, condemnation for transportation purposes pursuant to O.C.G.A. § 32-3-1 et seq., or other appropriate method, is necessary to accomplish the public use.

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

Section 1. That the City of South Fulton declares its intent to acquire the property interests described in Exhibit “A”, attached hereto, from the tract of land located at 6280 Old National Highway, South Fulton, Georgia 30296, bearing Parcel ID 13-0125-LL-005-3.

Section 2. That the City Council finds that this resolution authorizing the use of eminent domain to acquire certain tracts and/or parcels of land necessary to facilitate the transportation project along Old National Highway from Flat Shoals Road to Jonesboro Road is necessary for a public purpose.

Section 3. That the City Council finds that the public necessity for immediately acquiring all of the property interests specifically described in Exhibit “A” for the above stated purposes is hereby declared; and further, a finding is hereby made that the circumstances are such that it is necessary to proceed with condemnation proceedings by use of the declaration of taking method of condemnation, as authorized by O.C.G.A. § 32-3-1 et seq, and use of this method is hereby authorized for the acquisition of the property interests described in Exhibit “A”.

Section 4. That the City has determined that Six Thousand Four Hundred Fifty Dollars and Zero Cents (\$6,450.00) is the just and adequate compensation to be remitted for the property interests sought and that amount is specifically authorized by this resolution.

Section 5. That the City Attorney is authorized by this Resolution to proceed with condemnation proceedings in the name of the City of South Fulton, Georgia for the quick and effective condemnation of the property interests described in Exhibit “A” for the described public purpose and use set forth herein, as provided by local and statutory law and the Constitution of Georgia.

Section 6. That the City Manager, or her designee, is hereby authorized and directed to execute all documents necessary for the acquisition and condemnation of the subject Property described or referenced herein, to make or authorize all necessary expenditures or payments and to also take all the necessary steps to accomplish the intent and purpose of this resolution, including but not limited to, title searches, appraisals, surveys, specialty reports, expert fees, closings and/or any other costs associated with the condemnation action authorized by this Resolution.

Section 7. That after approval of this Resolution the Mayor of the City of South Fulton, Georgia is authorized and directed to sign a declaration of taking related to the property interests specified in Exhibit “A”, as required by O.C.G.A. § 32-3-6, on behalf of the City of South Fulton.

[signatures and voting tabulations appear on the following page]

EXHIBIT "A"

P. I. NO.: T-265, 0010730/0015624
PARCEL NO.: 37
COUNTY: Fulton
DATE OF R/W PLANS: July 5, 2018
REVISION DATE: May 25, 2021

PERMANENT EASEMENT FOR CONSTRUCTION AND MAINTENANCE OF SLOPES

All that tract or parcel of land lying and being in Land Lot 125 of the 13th Land District of Fulton County, Georgia, being more particularly described as follows:

Beginning at a point 50.39 feet right of and opposite Station 122+91.61 on the construction centerline of SR 279/Old National Highway Sidewalk Project; on Georgia Highway Project No. 0010730/0015624; running thence N 88°30'56.2" E a distance of 22.58 feet to a point 72.93 feet right of and opposite station 122+92.98 on said construction centerline laid out for OLD NATIONAL HWY; thence N 0°39'46.5" E a distance of 76.02 feet to a point 71.17 feet right of and opposite station 123+68.98 on said construction centerline laid out for OLD NATIONAL HWY; thence N 0°39'46.5" E a distance of 76.02 feet to a point 69.40 feet right of and opposite station 124+44.98 on said construction centerline laid out for OLD NATIONAL HWY; thence N 10°15'24.3" W a distance of 37.88 feet to a point 61.37 feet right of and opposite station 124+82.00 on said construction centerline laid out for OLD NATIONAL HWY; thence N 9°17'27.8" E a distance of 11.45 feet to a point 62.82 feet right of and opposite station 124+93.35 on said construction centerline laid out for OLD NATIONAL HWY; thence N 1°42'54.4" E a distance of 52.20 feet to a point 62.57 feet right of and opposite station 125+45.55 on said construction centerline laid out for OLD NATIONAL HWY; thence N 0°33'22.6" E a distance of 48.15 feet to a point 61.36 feet right of and opposite station 125+93.69 on said construction centerline laid out for OLD NATIONAL HWY; thence N 3°50'27.8" E a distance of 24.66 feet to a point 62.15 feet right of and opposite station 126+18.33 on said construction centerline laid out for OLD NATIONAL HWY; thence N 88°04'21.1" W a distance of 12.19 feet to a point 49.96 feet right of and opposite station 126+18.32 on said construction centerline laid out for OLD NATIONAL HWY; thence S 1°55'49.1" W a distance of 120.00 feet to a point 50.10 feet right of and opposite station 124+98.32 on said construction centerline laid out for OLD NATIONAL HWY; thence S 87°57'55.6" E a distance of 10.00 feet to a point 60.09 feet right of and opposite station 124+98.31 on said construction centerline laid out for OLD NATIONAL HWY; thence S 2°13'40.0" W a distance of 30.00 feet to a point 59.97 feet right of and opposite station 124+68.32 on said construction centerline laid out for OLD NATIONAL HWY; thence N 88°16'13.4" W a distance of 9.97 feet to a point 50.00 feet right of and opposite station 124+68.27 on said construction centerline laid out for OLD NATIONAL HWY; thence S 1°51'57.0" W a distance of 176.66 feet back to the point of beginning.

Containing 0.118 acres more or less.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:00 p.m. Request Council Approval to Amend A Resolution To Authorize the Creation of A Non Profit Foundation in Honor of Firefighter Felix M. Roberts to Aid, Support and Assist the City of South Fulton Fire Department.

DATE: April 25, 2023

SUBJECT: 8:00 p.m. Request Council Approval to Amend A Resolution To Authorize the Creation of A Non Profit Foundation in Honor of Firefighter Felix M. Roberts to Aid, Support and Assist the City of South Fulton Fire Department.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Res2023 Felix Foundation Creation	Cover Memo	4/21/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2023-_____

**A RESOLUTION TO AUTHORIZE THE CREATION OF A NON PROFIT
FOUNDATION IN HONOR OF FIREFIGHTER FELIX M. ROBERTS TO AID,
SUPPORT AND ASSIST THE CITY OF SOUTH FULTON FIRE DEPARTMENT, AND
FOR OTHER LAWFUL PURPOSES**

(Sponsored by _____)

WHEREAS, the City, pursuant to Section 3.10 (b) of its Charter, has the authority to adopt and provide for resolutions, rules and regulations, not inconsistent with the Charter and with the Constitution and laws of the State of Georgia; and

WHEREAS, the City wishes to create the Felix M. Robert Foundation to carry out charitable purpose by assisting the City and the South Fulton Fire and Rescue Department; and the retirees of the former Fulton County Fire Department in the advancement of life safety initiatives among firefighters both active and retired, advocating for the health and safety in the design and maintenance of fire stations, educating the community on fire prevention, working with our youth for the advancement of the fire and emergency services profession, preserve property and protect the environment in the event of a disaster, and ensuring retirees and firefighter alike have the aid, support, and forum to continue to connect with one another.

Commented [KV1]: Please include more information on background of this foundation.

WHEREAS, creating the foundation will make the City a safer place to live, work, preserve property and assist with the City's disaster readiness; and

WHEREAS, this Resolution is in the best interest of the City and residents.

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

Section 1. The City of South Fulton, Georgia hereby authorizes the creation of the Felix M. Roberts Foundation, a nonprofit to aid, support and assist the City and the South Fulton Fire and Rescue Department. The City Manager and City Attorney are authorized to prepare the appropriate documents to effectuate this purpose.

Section 2. The City Attorney and City Clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the City Clerk.

Section 3. All resolutions or parts thereof that are in conflict with this Resolution are, to the extent of such conflict, hereby repealed.

Section 4. The effective date of this Resolution shall be from the date of adoption, unless provided otherwise by the City Charter or state and/or federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:05 p.m. Request Council Approval of A Resolution By The City Of South Fulton City Council Directing The Chief Of Police To Explore The Implementation Of A Mental Health Co-Responder Program; And For Other Purposes.

DATE: April 25, 2023

SUBJECT: 8:05 p.m. Request Council Approval of A Resolution By The City Of South Fulton City Council Directing The Chief Of Police To Explore The Implementation Of A Mental Health Co-Responder Program; And For Other Purposes.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Resolution - Mental Health Co-Responder Program1	Cover Memo	4/21/2023
COSF Memorandum FIS Mental Health Co-Responder Program Resolution	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2023-_____

**A RESOLUTION BY THE CITY OF SOUTH FULTON CITY COUNCIL DIRECTING
THE CHIEF OF POLICE TO EXPLORE THE IMPLEMENTATION OF A MENTAL
HEALTH CO-RESPONDER PROGRAM; AND FOR OTHER PURPOSES.**

(Sponsored by Councilmember Gumbs)

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, it is the goal of the Mayor and City Council to reduce the number of individuals with mental illness and co-occurring mental health and substance abuse disorders occupying local jails; and

WHEREAS, the Mayor and City Council recognize that the rising crisis of mental illness and substance abuse disorders will not be solved by incarceration but rather by a proactive collaborative behavioral health approach; and

WHEREAS, a mental health co-responder program is a program established through a partnership between a community service board and a law enforcement agency to utilize the combined expertise of peace officers and behavioral health professionals on emergency calls involving behavioral health crises to de-escalate situations and help link individuals with behavioral health issues to appropriate services; and

WHEREAS, it is the desire of the City to explore the implementation a mental health co-partner program partnership to operate in conjunction with the South Fulton Police Department when responding to emergency calls; and

WHEREAS, this Resolution is in the best interests of the health, safety and general welfare of the City and its employees, resident and visitors.

**THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY
RESOLVES** as follows:

Section 1. The City Police Chief shall investigate and evaluate the establishment and implementation of a mental health co-responder program within the City of South Fulton Police Department, identify potential partner agencies to offer assistance or consultation to peace officers responding to emergency calls involving individuals with behavioral health crises, and determine the potential cost to the City for engaging a mental health co-responder program.

Section 2. The City Police Chief will report the findings of his evaluation back to the Mayor and City Council within 120 days following the approval of this Resolution by the Mayor, or the date it otherwise becomes law in accordance with Section 3.21 of the City Charter.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: March 25, 2023
SUBJECT: Mental Health Co-Responder Program Resolution

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires a resolution by the City of South Fulton City Council directing the Chief of Police to explore the implementation of a Mental Health Co-Responder Program.

FINANCIAL IMPACT

The resolution as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:10 p.m. Request Council Approval A Resolution By The City Of South Fulton City Council Creating The South Fulton Police Citizens Academy; And For Other Purposes.

DATE: April 25, 2023

SUBJECT: 8:10 p.m. Request Council Approval A Resolution By The City Of South Fulton City Council Creating The South Fulton Police Citizens Academy; And For Other Purposes.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Res2023 Citizen Police Academy	Cover Memo	4/21/2023
COSF Memorandum FIS Citizen Police Academy Resolution	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2023-_____

A RESOLUTION BY THE CITY OF SOUTH FULTON CITY COUNCIL CREATING THE SOUTH FULTON POLICE CITIZENS ACADEMY; AND FOR OTHER 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 City Council, on September 22, 2020, passed Resolution 2020-035 incorporating the 21st Century Policing guidelines and pillars as provided for therein; and

WHEREAS, the 21st Century Policing Task Force was comprised of leaders from law enforcement, police unions, academia, civil rights groups, and community members; and

WHEREAS, the 21st Century Policing Task Force was directed to offer recommendations on policing practices which may promote effective crime reduction while building public trust; and

WHEREAS, 21st Century Policing Task Force offered six pillars ("21st Century Policing Pillars") for local government agencies to utilize to help ease tensions between law enforcement and the communities they serve and protect; and

WHEREAS, Pillar number five of the 21st Century Policing involves the continued training and education of not only the police department and its officers, but also by engaging citizens and developing educational partnerships; and

WHEREAS, the City Council finds that this Resolution is in furtherance and consistent with guiding principles and pillars of the 21st Century Policing Task Force recommendations and will also continue to enhance the safety of City residents and the City's police officers who risk their lives to protect the City; and

WHEREAS, this Resolution is in the best interests of the health, safety and general welfare of the City and its employees, residents, and visitors.

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

Section 1. That the Mayor and City Council of the City of South Fulton, Georgia, hereby create the South Fulton Police Citizen Academy.

Section 2. That the City Police Chief is hereby instructed to update, create and/or implement a Citizens Academy within sixty (60) days from the adoption and/or enactment of this Resolution.

Section 3. That one purpose or goal in creating the Citizens Academy is to provide citizens with an educational program that gives a firsthand look at the police department's functions, resources, and programs, and to also provide citizens with a deeper insight into the Fulton County Police Department, heighten awareness of the trends, challenges, and issues that face our police officers on a day-to-day basis.

Section 4. That the Citizens Academy is open to citizens of the City of South Fulton and participation in the Academy is free.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: March 25, 2023

SUBJECT: Citizen Police Academy Resolution

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires a resolution by the City of South Fulton City Council creating the South Fulton Police Citizens Academy.

FINANCIAL IMPACT

The resolution as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:15 p.m. Second Read and Request Council Approval of An Ordinance to Amend Title 13, Fire Protection and Prevention, Chapter 5, Emergency Management Services, of the City of South Fulton Code of Ordinances, For the Purpose of Amending the City's Regulations Related to Emergency Management Services

DATE: April 25, 2023

SUBJECT: 8:15 p.m. Second Read and Request Council Approval of An Ordinance to Amend Title 13, Fire Protection and Prevention, Chapter 5, Emergency Management Services, of the City of South Fulton Code of Ordinances, For the Purpose of Amending the City's Regulations Related to Emergency Management Services

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Emergency Management Services_2023	Cover Memo	4/21/2023
COSF Memorandum FIS Emergency Management Services 2023 Ordinance	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-_____

AN ORDINANCE TO AMEND TITLE 13, FIRE PROTECTION AND PREVENTION, CHAPTER 5, EMERGENCY MANAGEMENT SERVICES, OF THE CITY OF SOUTH FULTON CODE OF ORDINANCES, FOR THE PURPOSE OF AMENDING THE CITY'S REGULATIONS RELATED TO EMERGENCY MANAGEMENT SERVICES; AND FOR OTHER LAWFUL PURPOSES.

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

WHEREAS, O.C.G.A. §§ 38-3-27 through 38-3-28 and 38-3-54 through 38-3-56 authorizes the City of South Fulton to provide emergency management within the City of South Fulton; and

WHEREAS, the city governing authority believes that an ordinance should be adopted to protect for the health and safety of persons and property during an crisis, emergency, incident or disaster resulting from manmade or natural causes; and

WHEREAS, the Georgia Emergency Management Agency is the state agency assigned responsibility for the coordination of all organizations for emergency management activities within this state; and

WHEREAS, the Atlanta-Fulton County Emergency Management Agency is an established emergency management agency; and

WHEREAS, to insure an effective and coordinated response to disasters the City of South Fulton wishes to coordinate emergency management activities and response with the Georgia Emergency Management Agency and the Atlanta-Fulton County Emergency Management Agency.

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

Section 1. That Section 13-5001 (Manager of emergency management services) of Chapter 5 (Emergency Management Services) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be amended to add a new subsection (c) to read as follows:

“Sec. 13-5001. Manager of emergency management services.

- (c) The Manager of Emergency Management Services shall be an employee of the municipal fire and rescue department and report directly to the deputy chief of support services. In the event of a vacancy in the Manager of Emergency Management Services position, or in his or her absence, the fire chief shall serve as the emergency management services official.

Section 2. That Section 13-5002 of Chapter 5 (Emergency Defined) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be removed and replaced, in its entirety, to read as follows:

“Sec. 13-5002. Definitions.

All-Hazards is defined as the approach for prevention, mitigation, preparedness, response, continuity, and recovery that addresses a full range of threats and hazards, including natural, human-caused, and technology-caused.

Business Continuity or Continuity of Operations is defined as the ongoing process to ensure that the necessary steps are taken to identify the impacts of potential losses and maintain viable continuity and recovery strategies and plans.

Business Impact Analysis (BIA) is the management level analysis that identifies, quantifies, and qualifies the impacts resulting from interruptions or disruptions of an entity’s resources. The analysis can identify time-critical functions, recovery priorities, dependencies, and interdependencies so that recovery time objective can be established and approved.

Continuity is a term that includes business continuity/continuity of operations (COOP), operational continuity, succession planning, continuity of government (COG), which support the resilience of the entity.

Crisis is an issue, event, or series of events with potential for strategic implications that severely impacts or has the potential to severely impact an entity’s operations, brand, image, reputation, market share, ability to do business or relationships with key stakeholders. A crisis might or might not be initiated or triggered by an incident and requires sustained input at a strategic level to minimize its impact on the entity.

Crisis Management is the ability of an entity to manage incidents that have the potential to cause significant security, financial, strategic, or reputational impacts.

Damage Assessment is the determination of the effects of the incident on humans; on physical, operational, economic characteristics; and on the environment.

Disaster/Emergency Management is the ongoing process to prevent, mitigate, prepare for, respond to, maintain continuity during, and to recover from, an incident that threatens life, property, operations, information, or the environment.

Entity is the governmental agency or jurisdiction, private or public company, partnership, nonprofit organization, or other organization that has crisis/disaster/emergency management and business continuity/continuity of operations responsibilities.

Incident is an event that has the potential to cause interruption, disruption, loss, emergency, disaster, or catastrophe, and can escalate into a crisis.

Incident Management Systems is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure and designed to aid in the management of resources during incidents.

Mitigation is defined as activities taken to reduce the impacts from hazards.

Preparedness is the ongoing activities, tasks, and systems to develop, implement, and maintain the program.

Prevention are those activities taken to avoid or stop an incident from occurring.

Recovery is defined as those activities and programs designed to return conditions to a level that is acceptable to the entity.

Resiliency is the ability to prepare for and adapt to changing conditions and withstand and recover rapidly from disruptions.

Resource Management is a system for identifying available resources to enable timely access to resources needed to prevent, mitigate, prepare for, respond to, maintain continuity during, or recover from an incident.

Response is the immediate and ongoing activities, tasks, programs, and systems to manage the effects of an incident that threatens life, property, operations, an entity, or the environment.

Risk assessment is the process of identifying threats and hazards to life, property, operations, the environment, and entities, and the analysis of probabilities, vulnerabilities, and impacts.”

Section 3. That Section 13-5003 of Chapter 5 (Emergency response action plan) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be removed and replaced, in its entirety, to read as follows:

“Sec.13-5003. Emergency Management Program.

The entity shall maintain local emergency operations and all-hazard plans to prevent, mitigate the consequences of, prepare for, respond to, maintain continuity during, and recover from incidents. The entity leadership shall support the development, implementation, and maintenance of the program, provide the necessary resources to support the program, and ensure the program is reviewed and evaluated, at least annually, for program effectiveness.”

Section 4. That Section 13-5004 of Chapter 5 (Emergency Management Services) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be removed and replaced, in its entirety, to read as follows:

“Sec. 13-5004. Emergency management and response powers.

(a) *Declaration of local emergency.*

- (1) *Grant of authority.* In the event of an actual or threatened occurrence of a disaster or emergency, which may result in the large-scale loss of life,

injury, property damage or destruction or in the major disruption of routine community affairs, business or governmental operations in the City and which is of sufficient severity and magnitude to warrant extraordinary assistance by federal, state and local departments and agencies to supplement the efforts of available public and private resources, the Mayor may declare a local emergency for the City of South Fulton. The form of the declaration shall be similar to that provided in subsection (b) of this Code section.

- (2) *Request for state assistance.* Consistent with a declaration of local emergency, the Mayor may request the Governor to provide assistance, provided that the disaster or emergency is beyond the capacity of the city to meet adequately and state assistance is necessary to supplement local efforts to save lives and protect property, public health and safety, or to avert or lessen the threat of a disaster.
- (3) *Continuance.* The declaration of local emergency shall continue until the Mayor finds that emergency conditions no longer exist, at which time, the Mayor shall execute and file with the City Clerk a document marking the end of the state of emergency. No state of local emergency shall continue for longer than 30 days, unless renewed by the Mayor. The City governing authority may, by resolution and in accordance with the city charter, end a state of local emergency at any time.
- (4) *Effect of declaration of local emergency.*
 - a. *Activation of emergency operations plan.* A declaration of emergency by the Governor or a declaration of local emergency by the Mayor shall automatically activate the local emergency operations plan and shall be authority for the deployment of personnel and use of any forces to which the plan applies and for use or distribution of any supplies, equipment, materials, and facilities assembled, stockpiled or arranged to be made available pursuant to the Georgia Emergency Management Act or any other laws applicable to emergencies or disasters.
 - 1. The Manager of Emergency Management Services or his/her designees shall have the legal authority to exercise the powers and discharge the duties conferred by law, including the implementation of the applicable local emergency operations plan, coordination of the emergency responses of public and private agencies and organizations, coordination of recovery efforts with county, state and federal officials, and inspection of emergency or disaster sites.
 - 2. In responding to the emergency and conducting necessary and appropriate survey of the damages caused by the emergency, the Manager of Emergency Management

Services or his/her designee is authorized to enter at a reasonable time upon any property, public or private, for the purpose of evaluating sites involved with emergency management functions to protect the health, safety, and welfare of the public.

3. The Manager of Emergency Management Services is authorized to execute a right of entry and/or agreement to use property for these purposes on behalf of the city; however, any such document shall be later presented for ratification by the city governing authority.
 4. No person shall refuse entry or access to any authorized representative or agent of the city who requests entry for purposes of evaluating sites involved with emergency management functions to protect the health, safety, or welfare of the public, and who presents appropriate credentials. Nor shall any person obstruct, hamper or interfere with any such representative while that individual is in the process of carrying out his or her official duties.
- b. *Emergency powers.* Following a declaration of emergency and during the continuance of such state of emergency, the Mayor is authorized to implement local emergency measures to protect life and property or to bring the emergency situation under control. In exercising this authority, the Mayor may cause to become effective any of the sections of this chapter as appropriate. If any of these sections is included in a declaration of local emergency, the same shall be filed in the office of the City Clerk and shall be in effect until the declaration of local emergency has terminated.
- c. *Authority to waive procedures and fees.* Pursuant to a declaration of emergency, the city governing authority is authorized to cause to be effective any of the subsections of section 13-5004(a)(4) of this chapter as appropriate. The implementation of such subsections shall be filed in the office of the City Clerk.
- d. *Additional emergency powers.* The Manager of Emergency Management Services shall have and may exercise for such period as the declared emergency exists or continues, the following additional emergency powers:
1. To direct and compel the evacuation of all or part of the population from any stricken or threatened area, for the preservation of life or other disaster mitigation, response or recovery;
 2. To prescribe routes, modes of transportation and destinations in connection with evacuation;

3. To make provision for the availability and use of temporary emergency housing, emergency shelters and/or emergency medical shelters.
4. To transfer the direction, personnel or functions of any city departments and agencies or units thereof for the purpose of performing or facilitating emergency services;
5. To utilize all available resources of the city and subordinate agencies over which the city has budgetary control as reasonably necessary to cope with the emergency or disaster;
6. To utilize public property when necessary to cope with the emergency or disaster or when there is compelling necessity for the protection of lives, health and welfare; and/or the property of citizens;
7. To suspend any law, code provision or regulation prescribing the procedures for conduct of city business, or the orders, rules or regulations of any city agency, if strict compliance with any ordinance, resolution, order, rule or regulation would in any way prevent, hinder or delay necessary action in coping with the emergency or disaster, provided that such suspension shall provide for the minimum deviation from the requirements under the circumstances and further provided that, when practicable, specialists shall be assigned to avoid adverse effects resulting from such suspension;
8. To provide benefits to citizens upon execution of an intergovernmental agreement for grants to meet disaster-related necessary expenses or serious needs of individuals or families adversely affected by an emergency or disaster in cases where the individuals or families are unable to meet the expenses or needs from other means, provided that such grants are authorized only when matching state or federal funds are available for such purposes;
9. To perform and exercise such other functions, powers and duties as may be deemed necessary to promote and secure the safety and protection of the civilian population, including individuals with household pets and service animals prior to, during, and following a major disaster or emergency.

- (b) *Form of declaration.* Upon the declaration of local emergency, an official “Declaration of Local Emergency,” in substantially the same form set forth below, shall be signed and filed in the office of the City Clerk and shall be communicated to the citizens of the affected area using the most effective and efficient means

available. The declaration shall state the nature of the emergency or disaster, the conditions that require the declaration and any sections of this chapter which shall be in effect.

“DECLARATION OF LOCAL EMERGENCY

WHEREAS, the City of South Fulton, Georgia has experienced an event of critical significance as a result of *[DESCRIPTION OF EVENT]* on *[DATE]*; and

WHEREAS, in the judgment of the Mayor of the City of South Fulton, there exist emergency circumstances located in *[DESCRIBE GEOGRAPHIC LOCATION]* requiring extraordinary and immediate corrective actions for the protection of the health, safety and welfare of the citizens of the City of South Fulton, including individuals with household pets and service animals; and

WHEREAS, to prevent or minimize injury to people and damage to property resulting from this event;

NOW, THEREFORE, pursuant to the authority vested in me by local and state law;

IT IS HEREBY DECLARED that a local state of emergency exists and shall continue until the conditions requiring this declaration are abated.

WHEREFORE, IT IS ORDERED:

(1) That the applicable local emergency operations plan is hereby activated;

(2) That the following sections of the City of South Fulton Code be implemented: *[If deemed appropriate, choose from the following: Section 13-5006; Section 13-5007; Section 13-5008; and*

(3) That the following measures also be implemented: *[If deemed appropriate, select items from Section 13-5004(a)(4)c, d or such other measures as appropriate.]*

ENTERED at *[TIME]* on *[DATE]*.

[Signed]

Mayor, City of South Fulton, Georgia.”

- (c) *Contracts with local governments.* In addition to the normal agreements embodied in the applicable local emergency operations plan for mutual emergency assistance, the city may contract with any municipality or county for the administration of a local emergency response program.”

(d) National Incident Management System

(1) The City of South Fulton (“entity”) adopts and complies with the national incident management system (NIMS) developed by the United States Department of Homeland Security on March 1, 2004, and its operational methods are compatible with all external response agencies.

(2) City Emergency Management Support Functions

City County Agency	Department, or State	Emergency Function	Support	Scope
GEMA		ESF#1-Transportation		Evacuation and re-entry Transportation
City of South Fulton Information Technology Department		ESF#2-Communications		Emergency communications restoration Cybersecurity
City of South Fulton Department of Public Works		ESF#3-Public Works		Infrastructure protection and emergency repair, Infrastructure restoration, emergency contracting support for debris and tree removal
City of South Fulton Fire Department	Rescue	ESF#4 Firefighting		Firefighting and rescue service Fire Investigations
City of South Fulton Division of Emergency Management	of	ESF#5 Emergency Management		Multi-agency coordination EMAC EOC
GEMA		ESF#6 Mass Care		Sheltering Operations Mass Feeding
City of South Fulton Department of Finance & Administrative Services-Division of Contracts & Procurement		ESF#7 Logistics, Management and Resource Support		Points of Distribution Commodity Distribution
Fulton County Board of Health		ESF#8 Health and Medical		Medical and Health needs, Special needs shelters, Ambulances, DMAT and DMORT
GEMA		ESF#9 Search and Rescue		Search and Rescue

City of South Fulton Fire Rescue Department	ESF#10 HazMat	HazMat Response Air Quality
City of South Fulton Department of Community Development and Regulatory Affairs (CDRA)	ESF#11 Agricultural & Natural Resources	Animal response & relief Pet evacuation and sheltering Emergency Fuel Agricultural Needs (Food)
GEMA	ESF#12 Energy	Oil and gas pipelines Utility Service Drinking Water
City of South Fulton Police Department	ESF#13 Public Safety & Security	Security, Traffic Control, Public safety and law enforcement
Atlanta-Fulton County Emergency Management Agency (AFCEMA)	ESF#14 Long-term Recovery	Disaster Recovery Preliminary Damage Assessments
City of South Fulton Department of Public Affairs & Special Projects	ESF#15 External Affairs	Media and Community Relations Coordinate communication and messaging during emergencies

Section 5. That Chapter 5 (Emergency Management Services) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be amended to add a Section 13-5005, to read as follows:

“Sec. 13-5005. Enforcement and remedies.

- (a) *Law enforcement.* In accordance with O.C.G.A. § 38-3-4, South Fulton Police Department shall be authorized to enforce the orders, rules and regulations contained in this chapter and/or implemented by the Manager of Emergency Management Services or local governing authority during a declared emergency.
- (b) *Penalties.* Failure to comply with any of the requirements or provisions of the regulations contained in this chapter, or with any code section, order, rule or regulation made effective by the Manager of Emergency Management Services or local governing authority upon or after the declaration of an emergency shall

constitute a violation of the provisions of this chapter. Any person who violates any provision in this chapter shall, upon conviction thereof, be punishable by a fine not exceeding \$1,000.00, imprisonment for a term not exceeding 180 days, or both such fine and imprisonment, for each violation. Each person assisting in the commission of a violation, shall be guilty of separate offenses. Each day during which a violation or failure to comply continues shall constitute a separate violation.

- (c) *Injunctive relief.* In accordance with O.C.G.A. § 38-3-5, in addition to the remedies prescribed in this section, the Manager of Emergency Management Services is authorized to obtain an injunction to restrain violation of laws, code sections, orders, rules and regulations which are contained in the Georgia Emergency Management Act and/or this code, and/or which are implemented by the local governing authority during a declared emergency.
- (d) *Enforcement.* Except as otherwise provided in this chapter, this ordinance may be enforced by the South Fulton Police Department.”

Section 6. That Chapter 5 (Emergency Management Services) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be amended to add a Section 13-5006, to read as follows:

“Sec. 13-5006. Authority to waive procedures and fee structures.

- (a) *City business.* Upon declaration of an emergency or disaster by the Governor or Mayor, the affairs and business of the City may be conducted at places other than the regular or usual location, within or outside of the City, when it is not prudent, expedient, or possible to conduct business at the regular location. When such meetings occur outside of the City, all actions taken by the City governing authority shall be as valid and binding as if performed within the City. Such meetings may be called by the Mayor or any four members of the governing body without regard to or compliance with time-consuming procedures and formalities otherwise required by law.
- (b) *Public works contracts.* Upon declaration of an emergency or disaster by the Governor or Mayor, the City may contract for public works without letting such contract out to the lowest, responsible bidder and without advertising and posting notification of such contract for four weeks; provided, however, that the emergency must be of such nature that immediate action is required and that the action is necessary for the protection of the public health, safety and welfare. Any public works contract entered into pursuant to this subsection shall be entered on the minutes of the city as soon as practical and the nature of the emergency described therein in accordance with O.C.G.A. § 36-91-22(e). Any E-Verify affidavit or other state required affidavit shall be obtained from any contractor if otherwise required by law.
- (c) *Purchasing.* Upon declaration of an emergency or disaster by the Governor or Mayor, the purchasing ordinances, regulations or policies may be suspended. City officials shall continue to seek to obtain the best prices during the state of local emergency.

- (d) *Code enforcement.* Upon declaration of a state of emergency or disaster by the Governor or the Mayor, the City governing authority may temporarily suspend the enforcement of the ordinances of the city, or any portion thereof, where the emergency is of such nature that immediate action outside the code is required, such suspension is consistent with the protection of the public health, safety and welfare, and such suspension is not inconsistent with any federal or state statutes or regulations.
- (e) *Fees.* Upon declaration of a state of emergency or disaster by the Governor or the Mayor, the City may temporarily reduce or suspend any permit fees, application fees or other rate structures as necessary to encourage the rebuilding of the areas impacted by the disaster or emergency. The term “fees” include fees or rates charged by the City for building permits, land disturbance permits, zoning applications, special land use permits, temporary land use permits and other fees relating to the reconstruction, repair and clean-up of areas impacted by the disaster or emergency. The term “fees” does not include fees collected by the City on behalf of the state or federal government or fees charged by the City pursuant to a state or federal statute or regulation.
- (f) *Temporary dwellings.* Upon the declaration of a state of emergency or disaster by the Governor or Mayor, the City or its designees may issue temporary mobile home, trailer, recreational vehicle or other temporary dwelling structures or parks in any zoning district, even though not otherwise permitted by development code, while the primary dwelling is being repaired. The temporary permit shall not exceed six months in duration. Upon expiration of the temporary permit and/or extension, the temporary dwelling must be removed.”

Section 7. That Chapter 5 (Emergency Management Services) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be amended to add a Section 13-5007, to read as follows:

“Sec. 13-5007. Registration of building and repair services.

- (a) In accordance with O.C.G.A. § 38-3-56, before building, constructing, repairing, renovating, or making improvements to any real property, including dwellings, homes, buildings, structures or fixtures within an area in the City designated in a declared emergency or disaster, any person, firm, partnership, corporation or other entity must register with the City Clerk and secure a building permit that is posted at the work site. Each day any such entity does business in the City without complying with this ordinance constitutes a separate offense.
- (b) The cost of registration fees in a declared emergency or disaster is fixed at \$50.00 per annum. Registration is nontransferable. The cost of the emergency building permit shall be equal to the cost for a building permit under existing regulations. The permit shall only be authorized for repairs.
- (c) When registering, any person, partnership, corporation or other entity making application must, under oath, complete an application, providing the following information:
 - (1) Name of applicant;

- (2) Permanent address and phone number of applicant;
 - (3) Applicant's Social Security number or federal Employer Identification number;
 - (4) If applicant is a corporation, the state and date of incorporation;
 - (5) Tag registration information for each vehicle to be used in the business;
 - (6) List of cities and/or counties where the applicant has conducted business within the past 12 months;
 - (7) Georgia sales tax number or authorization;
 - (8) Georgia business license number, if required.
 - (9) Copy of license from Secretary of State, if required.
 - (10) A signed and sworn affidavit verifying the applicant's legal presence in the United States as required by O.C.G.A. § 50-36-1.
 - (11) At least one secure and verifiable document as defined in O.C.G.A. § 50-36-2.
- (d) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect. Unless otherwise specified in the declaration of emergency or otherwise extended by the city governing authority, the provisions of this Code section shall remain in effect during the state of emergency and for a subsequent recover period of three months."

Section 8. That Chapter 5 (Emergency Management Services) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be amended to add a Section 13-5008, to read as follows:

"Sec. 13-5008. Closed or restricted areas and curfews during emergency.

- (a) To preserve, protect or sustain the life, health, welfare or safety of persons, or their property, within a designated area under a declaration of emergency, it shall be unlawful for any person to travel, loiter, wander or stroll in or upon the public streets, highways, roads, lanes, parks or other public grounds, public places, public buildings, places of amusement, eating places, vacant lots or any other place during a declared emergency between hours specified by the Mayor until the curfew is lifted.
- (b) To promote order, protect lives, minimize the potential for looting and other crimes, and facilitate recovery operations during an emergency, the Mayor shall have discretion to impose reentry restrictions on certain areas. The Mayor shall exercise such discretion in accordance with the applicable local emergency operations plan, which shall be followed during emergencies.
- (c) The provisions of this section shall not apply to persons acting in the following capacities:
 - (1) Authorized and essential law enforcement personnel;

- (2) Authorized and essential health care providers;
 - (3) Authorized and essential personnel of the City;
 - (4) Authorized National Guard or federal military personnel;
 - (5) Authorized and essential firefighters;
 - (6) Authorized and essential emergency response personnel;
 - (7) Authorized and essential personnel or volunteers working with or through an emergency management agency (EMA);
 - (8) Authorized and essential utility repair crews;
 - (9) Citizens seeking to restore order to their homes or businesses while on their own property or place of business;
 - (10) Other authorized and essential persons as designated on a list compiled by Manager of Emergency Management Services.
- (d) *Enforceability.* This section shall be enforced by officers of the law enforcement personnel approved to provide aid and assistance during the emergency. Nothing contained in this section shall prohibit a law enforcement officer from bringing other charges under state law.
- (e) *Effective date.* This section shall become effective only upon the signing of a declaration of emergency, stating this section is in effect.”

Section 9. That Chapter 5 (Emergency Management Services) of Title 13 (Fire Protection and Prevention) of the City of South Fulton Code of Ordinances be amended to add a Section 13-5008, to read as follows:

“Sec. 13-5009. Civil liabilities.

- (a) The city shall not be liable for any claim based upon the exercise or performance, or the failure to exercise or perform, a discretionary function or duty on the part of the city or any employee of the city excepting willful misconduct, gross negligence or bad faith of any such employee, in carrying out emergency services.
- (b) The immunities from liability, exemptions from laws, ordinances and rules, all pensions, relief, disability workers' compensation and other benefits which apply to the activity of officers, agents or employees of the city when performing their respective functions within the territorial limits of the city shall apply to them to the same degree and extent while engaged in the performance of any of their functions and duties extra territorially under the provisions of this chapter, excepting willful misconduct, gross negligence, or bad faith.
- (c) Volunteers duly enrolled or registered with the city in a local emergency, a state of emergency, or a war emergency, or unregistered persons placed into service during a state of war emergency, in carrying out, complying with, or attempting to comply with any order or regulation issued pursuant to the provisions of this chapter or performing any of their authorized functions or duties or training for the performance of their authorized functions or duties, shall have the same degree

of responsibility for their actions and enjoy the same immunities as officers and employees of the city performing similar work.”

Section 10. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 11. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 12. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 13. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 14. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: March 13, 2023
SUBJECT: Emergency Management Services 2023 Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance to amend Title 13, Fire Protection and Prevention, Chapter 5, Emergency Management Services, of the City of South Fulton code of ordinances for the purpose of amending the city's regulations related to emergency management services.

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:20 p.m. First Read Of An Ordinance To Amend Title 6, Health and Sanitation Chapter 2, Solid Waste Ordinance, Of The City Of South Fulton Code Of Ordinances, For The Purpose Of Amending The City's Regulations Related To Shopping Plazas

DATE: April 25, 2023

SUBJECT: 8:20 p.m. First Read Of An Ordinance To Amend Title 6, Health and Sanitation Chapter 2, Solid Waste Ordinance, Of The City Of South Fulton Code Of Ordinances, For The Purpose Of Amending The City's Regulations Related To Shopping Plazas

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Shopping Plaza Solid Waste 2023	Cover Memo	4/21/2023
COSF Memorandum FIS Shopping Plaza Solid Waste Ordinance	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-_____

AN ORDINANCE TO AMEND TITLE 6, HEALTH AND SANITATION CHAPTER 2, SOLID WASTE ORDINANCE, OF THE CITY OF SOUTH FULTON CODE OF ORDINANCES, FOR THE PURPOSE OF AMENDING THE CITY'S REGULATIONS RELATED TO SOLID WASTE; AND FOR OTHER LAWFUL PURPOSES.

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

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

Section 1. That Title 6, Health and Sanitation, Chapter 2, Solid waste ordinance of the City of South Fulton Code of Ordinances be amended to add a new subsection (c) to read as follows:

“Sec. 6-2035. Shopping center/multiple tenant development waste collection; Penalty.

- (a) For commercial properties multiple buildings/tenants in a plaza, or for a mixed-use development, comprehensive waste management services are required, including the placement of trash receptacles outside of the plaza at a rate of one receptacle for every two businesses in each plaza, with a minimum of one receptacle every 30 feet. All waste placed outside of a business must be placed inside a receptacle.
- (b) This section may be enforced by the South Fulton Police Department or Code Enforcement Department, or any other designee of the City Manager.
- (c) Any violation of this section shall be punishable by a fine of \$1,000.00, and said fine may be levied against any individual or corporation found guilty of a violation.?

Section 2. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Section 3. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: April 23, 2023

SUBJECT: Shopping Plaza Solid Waste Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance to amend Title 6, Health and Sanitation Chapter 2, Solid Waste Ordinance, of the City of South Fulton Code of Ordinances, for the purpose of amending the city's regulations related to Solid Waste.

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:25 p.m. First Read Of An Ordinance (Repealing and Replacing ORD2019-027) To Amend Title 14, environment, Chapter 12, Single-Use Plastics Regulations, Of The City Of South Fulton Code Of Ordinances, For The Purpose Of Banning Single-Use Plastics in the City of South Fulton

DATE: April 25, 2023

SUBJECT: 8:25 p.m. First Read Of An Ordinance (Repealing and Replacing ORD2019-027) To Amend Title 14, environment, Chapter 12, Single-Use Plastics Regulations, Of The City Of South Fulton Code Of Ordinances, For The Purpose Of Banning Single-Use Plastics in the City of South Fulton

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance 2023 - Single-Use Plastics	Cover Memo	4/21/2023
COSF Memorandum FIS Single-Use Plastics Ordinance	Cover Memo	4/24/2023

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2023-_____

AN ORDINANCE (REPEALING AND REPLACING ORD2019-027) TO AMEND TITLE 14, ENVIRONMENT, CHAPTER 12, SINGLE-USE PLASTICS REGULATIONS, OF THE CITY OF SOUTH FULTON CODE OF ORDINANCES, FOR THE PURPOSE OF BANNING SINGLE-USE PLASTICS IN THE CITY OF SOUTH FULTON; AND FOR OTHER LAWFUL PURPOSES.

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, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, this Ordinance repeals and replaces Ordinance 2019-027, passed on October 8, 2019; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

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

Section 1. That Title 14, Environment, Chapter 12, Single-se plastics regulations, of the City of South Fulton Code of Ordinances be deleted in its entirety, and replaced with the following provisions, to read as follows:

“CHAPTER 12. - SINGLE-USE PLASTICS REGULATIONS

Sec. 14-12001. - City departments and providers.

The following regulations are hereby established with respect to city departments and providers:

- (1) *Directive.* To the extent not in conflict with the Americans with Disabilities Act ("ADA"), all city departments are to immediately phase out the use of single-use plastic and substitute such products with viable alternatives such as paper, or compostable products where possible. The city shall create, and implement a compost, and recycling program for which feasible alternatives are unavailable; intending to fully implement the aforementioned directives within city owned, operated, and leased buildings, facilities, parks, rivers, and docks.

The city manager or his or her designee shall consult with the City's Environmental Committee on best practices, to effectively implement this

ordinance. The city manager shall report to the mayor, and city council the aforementioned progress with this section with the intent to initiate on or by January 1, 2024.

(2) *Defined.* The phrase "single-use plastics" shall be defined as disposable plastics, typically used once before they are discarded, to include plastic bags, straws, stirrers, cups, sauce cups, lids, utensils, petroleum-based plastic, poly – and perfluoroalkyl plastic (PFA), Polylactic Acid plastic (PLA), and most polypropylene plastic food packaging containers. The category of items defined as single-use plastics may be expanded and/or updated on the city's webpage periodically upon approval by the city manager.

(3) *Procurement of goods.* The city purchasing department is hereby directed to include language in all subsequent procurement contracts for the purchase of goods requiring that, where viable alternatives to single-use plastics are available, such alternatives shall be required by prospective vendors in the performance of their contractual obligations to the city. In addition, the purchasing department shall furnish to the city manager, mayor, and city council monthly reports of the department's progress, and efforts to ensure the city's compliance with this section.

Sec. 14 -12002 Prohibitions regarding the sale or use of single-use plastic bags, straws, stirrers, cups, sauce cups, lids, utensils, and most plastic food packaging containers by city contractors and special event permittees.

(a) *Legislative intent:* Plastic bags and other single-use plastics are neither readily recyclable nor biodegradable and take hundreds of years to degrade. The city's goal is to reduce litter by reducing the use of and replacing single-use plastics.

(b) *Definitions.* For purposes of this section only, the following definitions shall apply:

(1) *City contractor* means a contractor, vendor, commercial lessee, concessionaire of the city, or operator of a city facility, park, dock, or property.

(2) *City facility* includes, but is not limited to, any building, structure, park, river, golf course, marina, pier, dock, or boat ramp leased to the city, or owned, operated, leased, or managed by the city.

(3) *City property* includes, but is not limited to, any land, water, or air rights leased to the city, or owned, operated, leased, or managed by the city.

(4) *Single-use plastic carryout bag* means any bag made from plastic that is provided by a retail, restaurant establishment, or convenience store at the check stand, cash register, point of sale, or other points of departure to a customer to transport food or merchandise out of the establishment; and plastic used to carry unwrapped prepared foods, including bakery and pastry goods.

(5) *Single-use plastic beverage straw* means a tube, intended for only one-time use, that is made predominantly of plastic derived from either petroleum or a biologically based polymer, including polymers derived from corn or other plant sources, for transferring a beverage from its container to the mouth of the drinker. Single-use plastic beverage straw includes compostable and biodegradable petroleum or biologically based polymer straws.

But does not include straws that are made from non-plastic materials, such as paper, sugar cane, bamboo, or other similar materials.

(6) *Single-use plastic stirrer* means a device that is used to mix beverages, intended for only one-time use, and made predominantly of plastic derived from either petroleum or a biologically based polymer, including polymers derived from corn or other plant sources. Single-use plastic stirrer includes compostable and biodegradable petroleum or biologically based polymer stirrers.

But does not include stirrers that are made from non-plastic materials, such as paper, sugar cane, bamboo, or other similar materials.

(7) *A special event permittee* means any person or entity issued a special event permit by the city for a special event on city property or in a city facility.

(8) The phrase "*single-use plastics*" shall be defined as disposable plastics, typically used once before they are discarded, to include plastic bags, cups, sauce cups, lids, utensils, petroleum-based plastic, poly – and perfluoroalkyl plastic (PFA), polylactic acid plastic (PLA), and most polypropylene plastic food packaging containers.

(9) The phrase *compostable plastic alternatives* shall be defined as plastic that undergoes degradation by biological processes during composting to yield CO₂, water, inorganic compounds, and biomass at a rate consistent with other known compostable materials and that leaves no visible, distinguishable, or toxic residue. And is intended to be sent to an industrial or commercial composting facility that has higher temperatures and different breakdown conditions than those found in a typical homeowner's compost bin.

(c) Prohibitions.

City contractors and special event permittees shall not sell, use, offer, or provide single-use plastic bags, straws, stirrers, cups, sauce cups lids, utensils, petroleum-based plastic, poly – and perfluoroalkyl plastic (PFA), polylactic acid plastic (PLA), polypropylene plastic including most plastic food packaging containers, in city facilities or on city property. A violation of this section shall be deemed a default under the terms of the city contract, lease, or concession agreement and is grounds for the revocation of a special event permit.

(d) Exceptions.

1. The requirements of this section shall not restrict a city contractor or special event permittee from providing a beverage with, or offering the use of a single-use plastic straw or stirrer to an individual with an infirmity or medical condition that impairs the consumption of beverages without a single-use plastic straw, or stirrer.

Further, the requirements shall not restrict a city contractor of special event permittee from using alternatives such as compostable cups, utensils, and most compostable plastic containers. However, the option to use compostable alternatives shall be requested during the time city procurement, and permitting is initiated, following a fee determined by the city manager, in a manner to be paid to the city, for the purpose of properly disposing, and recycling the compostable products, while on city property or in a city facility.

2. Any city contract, lease, or concession agreement entered prior to January 1, 2024, or any special event permit issued prior to January 1, 2024, shall not be subject to the requirements of this section, unless the city contractor or special event permittee voluntarily agrees thereto. The city manager shall maintain a record of such city contracts who do not voluntarily agree to this section.

Sec. 14-12003. - Regulations governing retail, restaurant establishments, convenience stores, bars, and sidewalk cafes.

The following regulations are hereby established with respect to retail establishments, restaurants, bars, food truck vendors, and convenience stores within the city:

A. Definitions. For purposes of this section only, the following definitions shall apply:

1. *Single-use plastic carryout bag* means any bag made from plastic that is provided by a retail, restaurant establishment, or convenience store at the check stand, cash register, point of sale, or other points of departure to a customer to transport food or merchandise out of the establishment; and plastic used to carry unwrapped prepared foods, including bakery and pastry goods.

Single-use plastic carryout bags do not include:

- (a) bags used by customers while shopping within the retail establishment to package loose bulk items such as fruit, vegetables, nuts, grains, candy, or small hardware items, such as nails and bolts, or to contain or wrap frozen foods, meat, or fish, whether prepackaged or not, or to contain or wrap flowers or potted plants, or other items where dampness may be a problem or to contain prescription drugs.
 - (b) newspaper bags, door-hanger bags, laundry-dry cleaning bags, or bags sold in packages containing multiple bags intended for use as garbage, pet waste, or yard waste bags.
2. The phrase "single-use plastics" shall be defined as disposable plastics, typically used once before they are discarded, to include plastic bags, straws, stirrers, cups, sauce cups, utensils, petroleum-based plastic, poly – and perfluoroalkyl plastic (PFA), and most polypropylene plastic food packaging containers.
 3. The phrase compostable plastic alternatives shall be defined as plastic that undergoes degradation by biological processes during composting to yield CO₂, water, inorganic compounds, and biomass at a rate consistent with other known compostable materials and that leaves no visible, distinguishable, or toxic residue. And is intended to be sent to an industrial or commercial composting facility that has higher temperatures and different breakdown conditions than those found in typical homeowner's compost bin.

B. Prohibition.

Effective April 1, 2024, no retail, restaurant, bar establishment, convenience store, street vendor, or the like, in the City of South Fulton, shall provide single-use plastics or a single-use plastic carryout bag to any customer.

(a) Exceptions.

1. The requirements of this article shall not restrict a food service provider, or a store from providing a beverage with or offering the use of a single-use plastic beverage straw or single-use plastic stirrer to an individual with an infirmity, or medical condition that impairs the consumption of beverages without a single-use plastic beverage straw, or single-use plastic stirrers.
2. The requirements of this section shall not restrict restaurants, bars, or food truck vendors from supplying polylactic acid, or compostable plastic cups, utensils, or most plastic food packaging containers. Polylactic acid, or compostable plastic cups, utensils, or most plastic food packaging containers shall carry the certification label from the biodegradable institute, and or carry the number (7) plastic recycling certification.
3. The requirement of this article shall not apply to school districts, county, state, and federal governmental entities.

4. The requirement of this article shall not apply to single-use plastic straws, stirrers, cups, utensils, and most plastic food packaging containers that have been filled, packaged, sealed, and untampered prior to receipt of purchase by a retail store, or convenience stores.

C. Education & Voluntary Compliance.

- (a) Beginning June 5, 2023, The Department of Code Enforcement, under the guidance of the city manager, shall engage in public education efforts to inform retail, restaurant, convenience stores, bars, and food truck vendors of the provisions of this article, and to provide assistance with identifying sustainable alternatives to single-use plastic bags, straws, stirrers, cups, sauce cups, utensils, petroleum-based plastic, poly – and perfluoroalkyl plastic (PFA), and most polypropylene plastic food packaging containers.
- (b) The Department of Code Enforcement shall partner and consult with the City's Environmental Committee on best practices.
- (c) The Finance Department, under the guidance of the city manager, shall establish a one-time incentive of ten percent (10%) on occupational tax renewals for FY24; to retail, and restaurant establishments that can demonstrate that it has successfully transitioned in compliance with this ordinance. This section shall not conflict with late penalties or accrued interest for failure to renew the license within the city. The Department of Code Enforcement Shall serve as verification of successful compliance prior to a tax application being applied.
- (d) Beginning July 1, 2023, the city shall provide a nine (9) month period to allow retail establishments to voluntarily transition to single-use plastic alternatives. During the educational phase of this ordinance, The Department of Code Enforcement shall create and maintain a record of all retail establishments that have completely transitioned to single-use plastic alternatives before March 31, 2024, and shall furnish the final report to the city manager, finance director, mayor, and city council on April 1, 2024.

D. Enforcement

- (a) Beginning April 1, 2024, The City will provide a one-month warning period for retail establishments not in compliance with this article. The Department of Code Enforcement Shall issue written warnings for violations of this article.
- (b) Beginning May 1, 2024, The Department of Code Enforcement Shall fully enforce the provisions of this article.

- (c) If a code enforcement inspector finds a violation of this article, the code enforcement officer shall issue a notice of violation and provide a reasonable time to correct the violation. If the violation is not corrected within a reasonable time, the code enforcement inspector shall request an administrative hearing before the code enforcement board.
- (d) A violator who has been served with a notice of violation shall be fined in the following order. The code enforcement board shall not have the discretion to alter the penalties prescribed in this section.
 - 1. First Violation within a 12-month period \$50.00
 - 2. Second Violation within a 12-month period \$100.00
 - 3. Third Violation within a 12-month period \$500.00
 - 4. Fourth Violation within a 12-month period \$1000.00
- (e) At the end of each fiscal year, five percent (5%) of fines collected from this section shall be allocated to The Department Code Enforcement, to be utilized to operate and engage in educational programs related to single-use plastic alternatives.

Sec. 14-12004 - Financial Hardship Waiver

Any food service provider or store that reported an annual gross income under \$100,000 per location on its income tax filing for the most recent tax year, and that is not a chain food service provider or chain store, may request from the city manager, a one-time “City of South Fulton Environmental Hardship Waiver Application. The city manager may grant a waiver if the food service provider or store proves the following:

- (a) The purchase or use of an alternative product not composed of plastic, or most polypropylene plastic would create an undue financial hardship.
- (b) There is no comparable alternative product not composed of plastic or most polypropylene plastic that would cost the same as or less than single-use plastic cups, sauce cups, utensils, or most polypropylene plastic food packaging containers.

Such financial hardship waiver shall be valid for twelve months, beginning April 1, 2024, or upon the date approved by the city manager.

If an application is approved; the city manager shall supply the applicant a certified certificate of Environmental Hardship Waiver, that shall be placed openly and visibly in the food service provider or store’s place of business, failure to comply with this section shall revoke the applicant’s waiver.

Applicants granted a waiver shall be provided one (1) calendar year to completely phase out single use plastics, and fully comply with the articles of the ordinance by April 1, 2025. The city manager shall supply all applicant approvals and denials to the code enforcement director.

If an administrative hearing is requested pursuant to section 14-12003 (4) (d) a pending financial hardship waiver request shall be grounds for a continuance of the admirative hearing before the code enforcement board but only if the notice of violation was issued after the submittal of the Environmental Hardship Waiver Application.

Section 2. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 3. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 4. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 5. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: April 23, 2023

SUBJECT: Single Use Plastics Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY23 budget to cover any known expenses.

BACKGROUND

The city desires an ordinance (repealing and replacing ORD2019-027) to amend Title 14, Environment, Chapter 12, single-use plastics regulations of the City of South Fulton, Code of Ordinances, for the purpose of banning single-use plastics in the City of South Fulton.

FINANCIAL IMPACT

The ordinance as written currently would not have a financial impact on the FY23 budget.