

CITY OF SOUTH FULTON, GEORGIA
WORK SESSION - Welcome All Park Multipurpose Facility, 4255 Will Lee Rd, South Fulton,
GA 30349
Tuesday, January 9, 2024, 4:00 PM



SOUTH FULTON CITY COUNCIL MISSION STATEMENT:

To provide exceptional customer service that sustains a safe, inclusive, innovative, and an economically vibrant city.

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 Keosha B. Bell, District 5 Councilmember
The Honorable Natasha Williams-Brown, District 6 Councilmember
The Honorable Linda B. Pritchett, District 7 Councilmember

COUNCIL WORK SESSION MEETING AGENDA

- I. 4:00 p.m. Ratification and Confirmation of Swearing-In Ceremony that was held on January 6, 2024
- II. 4:01 p.m. Roll Call - Corey Adams, City Clerk
- III. 4:03 p.m. City Manager Items - Sharon Subadan, Interim City Manager
 1. City Manager Monthly Report (inclusive of the Finance and Public Works Reports)
- IV. 4:30 p.m. Presentations
 2. Discussion: Resolution Supporting and Declaring A Need for A Hospital Authority (Sponsored by Councilmembers Gumbs and Sebastian)
 3. Discussion: Proposed Kwanzaa Holiday Resolution (Sponsored by Mayor khalid)
 4. Discussion: Resolution Amending Human Resources Policies and Procedures Regarding Compensatory Time (Sponsored by Mayor Pro Tem Williams-Brown)
- V. 5:30 p.m. Intermission - Executive Session for Real Estate

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

VI. 6:00 p.m. Adjournment



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



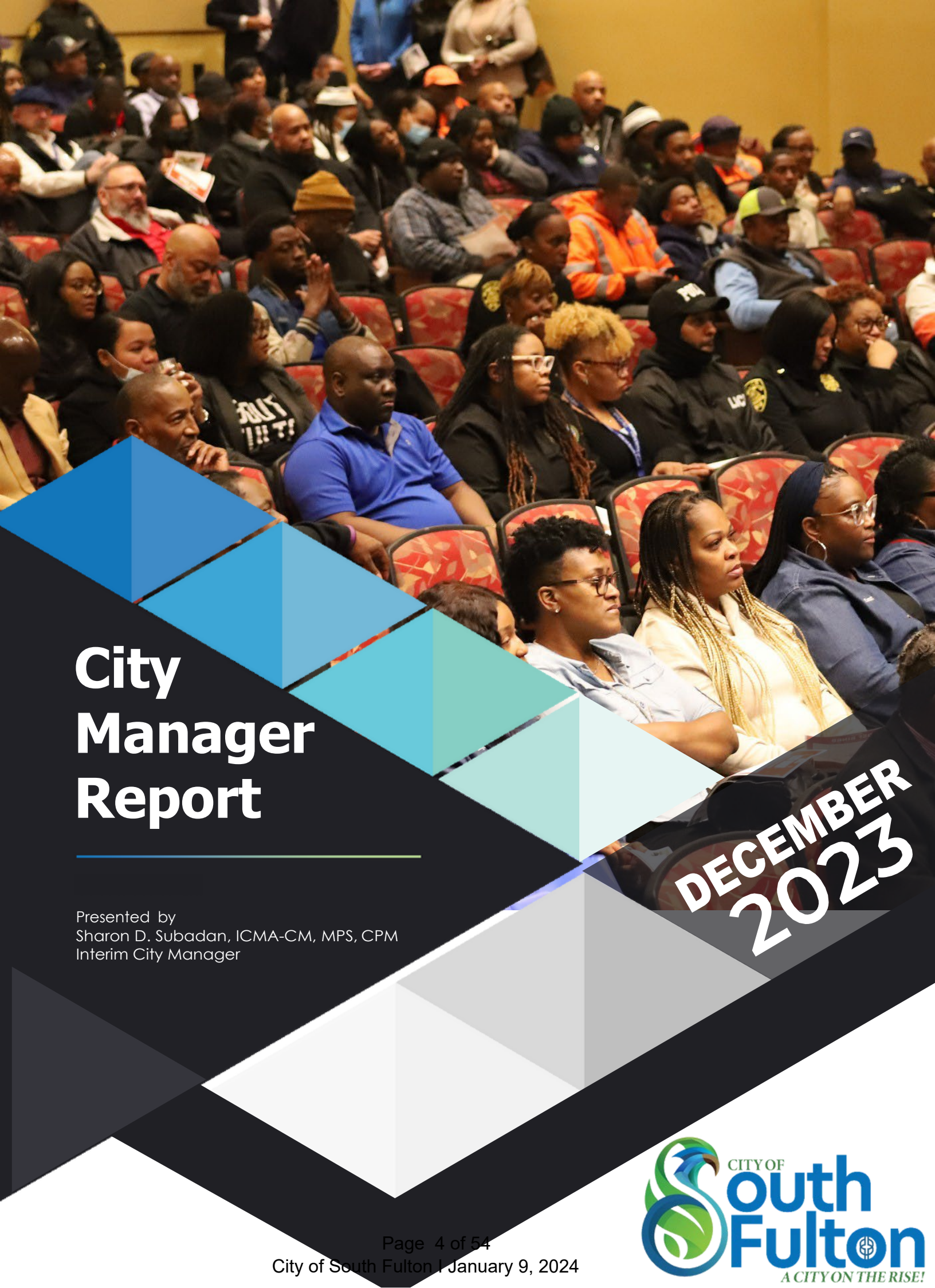
SUBJECT: City Manager Monthly Report

DATE OF MEETING: 1/9/2024

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
2023 ICM Monthly Report_December-Final	Cover Memo	1/5/2024



City Manager Report

Presented by
Sharon D. Subadan, ICMA-CM, MPS, CPM
Interim City Manager

DECEMBER
2023



'TIS THE SEASON

As we reflect back on previous months and usher in the holiday season, we realize we could not have made progress we have made without the consistent efforts of the City of South Fulton employees. So as we continued to pour into our community through events such as Shaq-A-Claus and other holiday events, we also acknowledge the importance of showing the employees, our support and appreciation for their dedication and contributions. This month we were able to do so through the Peer Support Training program, the All Hands Employee Meeting and the employee holiday celebration

Season's Greetings, Honorable Mayor and City Council Members.

The month of December began with our first "All Hands" event. On Friday, December 1st, the theme was centered on gratitude, specifically my gratitude for them. I provided an update on the approved budget, classification, and pay study. Staff were given opportunities to ask questions, and many of you were also in attendance to bring greetings and encouragement. A token of appreciation was given to all staff who attended, and local food trucks were on hand to provide lunch and desserts. It was a great day and a way to kick off the holidays!

Economic Development hosted the 1st annual Impact Awards Banquet, highlighting individuals and businesses within the City of South Fulton Community. Approximately 180 guests attended, and it was a great opportunity to share business accomplishments.

After a three-year closure, Sandtown Park was reopened on December 16th to a newly renovated facility. The reopening event saw a diverse mix of residents and well-wishers enjoying the festivities and tours. The gym will host a varied programming mix, utilizing the community rooms and the brand-new gymnasium floor.

We were pleased to provide employees with a cost of living (COLA) increase on October 1, 2023. October 1 also marked the start of our new \$20/hour minimum wage. In our continued efforts to remain competitive in the market, on January 1, 2024, the City of South Fulton will officially implement a new pay and grade system. Evergreen Solutions has been working with the city for several months to complete a comprehensive Class and Compensation Study. Based on Evergreen's recommendations and City leadership's vision, we are implementing a new Grade and Step Pay System.

Each pay grade has ten steps. Employees will be placed on the appropriate step of the new pay grade system based on their current salary and how long they have served in their current role. Some employees will also see changes to their job titles as we align our classifications with the market. Human Resources will continue to assist employees concerning the new pay system and salary changes.

The Collective Bargaining Agreement between IAFF #3920 and the City of South Fulton was approved by the City Council on 12/12/23.

On December 13th, the City Manager's office hosted an employee appreciation event for City Hall staff with refreshments and a "Naughty Santa" gift exchange. It was a fun time of laughter and holiday cheer as we neared the holidays. On December 15th, HR staff hosted an amazing Employee Appreciation event with a delicious lunch catered by Figs & Honey and various prizes. It was indeed a day to appreciate the staff and show how much they are indeed valued.

I cannot thank the Council and my leadership team enough for all their hard work these last several months since I began as the interim in May. I know it's been more than a challenge, but I envision great things to come as we do more than just survive; we THRIVE!

To the City of South Fulton employees: None of the City's accomplishments could have happened without YOU! Each of YOU has gone above and beyond to ensure the City of South Fulton residents are served well. This year has been a time for professional growth, as many of you have shouldered new responsibilities and job duties. Your performance has helped us



undertake goals and meet challenges with optimism and determination. I hope you know that your work here is seen and valued, and I am grateful for each of you.

I hope this holiday season brought you and your loved ones a bounty of blessings and that in the coming New Year, you will have overwhelming peace and fulfillment in all you endeavor to do.

Happy Holidays, and all the best for 2024!

A handwritten signature in black ink, appearing to be "Sharon", written in a cursive style.

The City of South Fulton's Five Strategic Focus Areas

GOAL 1

Invest in Developing Strong Teams

Develop a cohesive, servant-leader environment of trust and cooperation; commit to a shared vision while maintaining the epitome of professionalism.

GOAL 2

Grow Infrastructure and Solidify Finances

Build and diversify our revenue sources to ensure financial adequacy and stability to reduce dependence on any single source.

GOAL 3

Increase Community Collaboration and Quality of Life.

Strengthen relationships with our county and state legislators and surrounding municipalities that will aid the City of South Fulton in taking a regional approach to services. Launch initiatives and create change to improve our quality of life, including public safety.

GOAL 4

Focus on Economic Development

Promote a healthy and prosperous economy that supports small businesses, entrepreneurs, tourism, and public-private partnerships. Define and promote who the city is and market it to stakeholders.

GOAL 5

Create an Efficient Government

Create internal operations and systems to provide quality and efficient municipal services to improve the quality of life for residents and businesses.

Finance Department Monthly Report

Grow Infrastructure and Solidify Finances

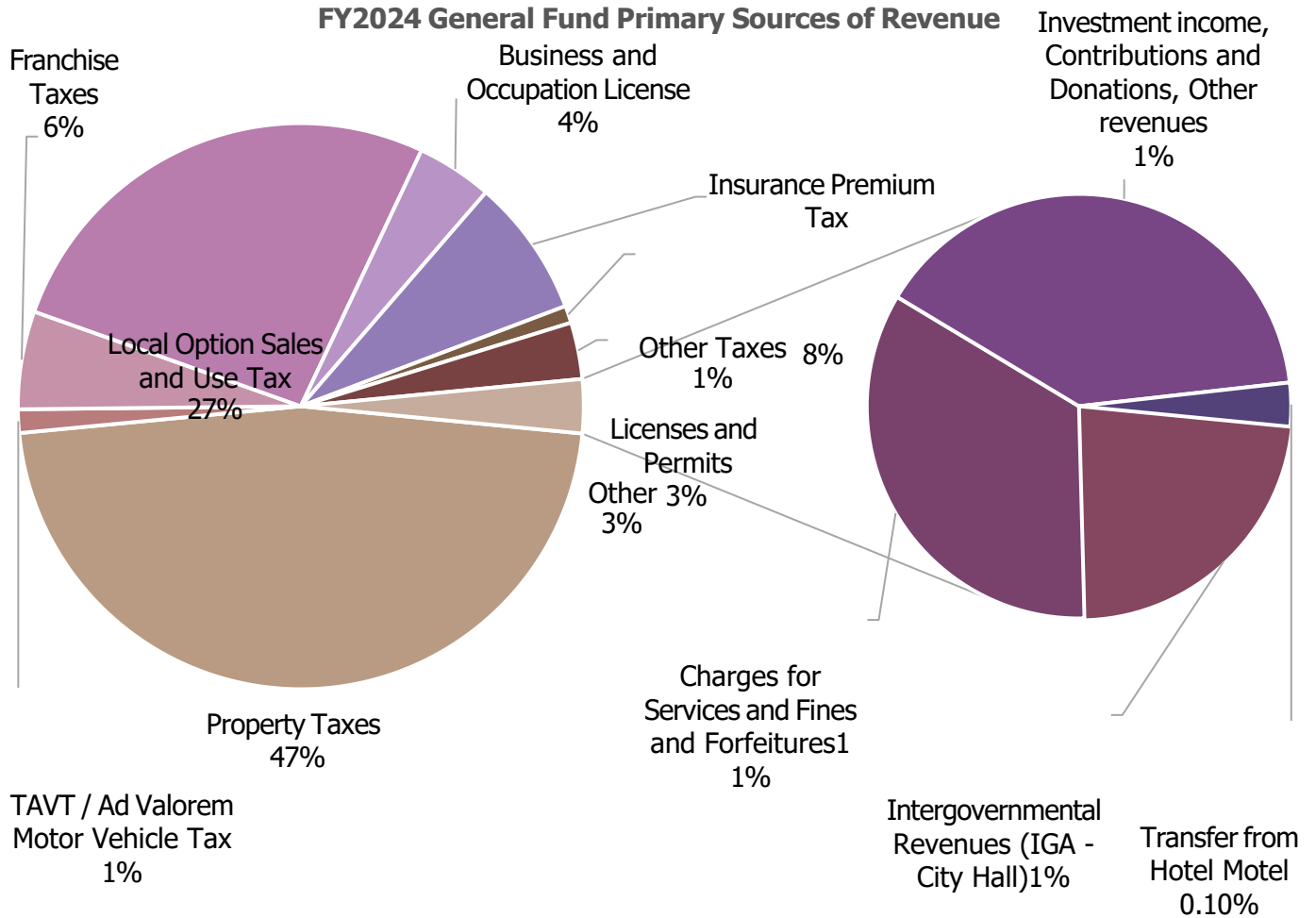
November = 16.67% percent of the fiscal year

Revenue Description	FY2024 Budget	As of November 30, 2023	% of FYTD Revenue Collected vs Budget
Property Taxes	\$ 59,506,871	\$ 37,176,323	62%
TAVT / Ad Valorem Motor Vehicle Tax	1,700,000	542,131	32%
Franchise Taxes	7,100,000	516,928	7%
Local Option Sales and Use Tax	33,700,000	6,020,742	18%
Business and Occupation License	5,500,000	540,881	10%
Insurance Premium Tax	10,000,000	9,585,498	96%
Other Taxes	1,250,000	359,228	29%
Licenses and Permits	4,095,350	572,273	14%
Intergovernmental Revenues (IGA - City Hall)	900,000	-	0%
Charges for Services	1,028,598	117,181	11%
Fines and forfeitures	300,000	1,044	0%
Investment income, Contributions and Donations, Other revenues	1,546,052	887,344	57%
Transfer from Hotel Motel	130,000	-	0%
Budgeted use of reserves	23,527,745	3,921,291	17%
Total Revenues	\$ 150,284,616	\$ 60,240,863	40%

**General Fund Summary of Revenues
as of November 30, 2023**

Reconciliation and closing entries are pending, which may change the final results.

FY2024 General Fund Primary Sources of Revenue



**General Fund Property Tax Revenue Historical Analysis
as of November 30, 2023**

Year	Budget	Actual	% of Budget Collected
2024	\$ 59,506,871	\$ 37,176,323	62.47%
2023	53,018,000	51,257,549	96.68%
2022	32,002,911	31,576,670	98.67%
2021	29,055,109	29,049,192	99.98%
2020	29,000,000	29,221,527	100.76%
2019	27,705,093	29,489,657	106.44%
2018	28,672,577	30,180,075	105.26%

Reconciliation and closing entries are pending, which may change the final results.

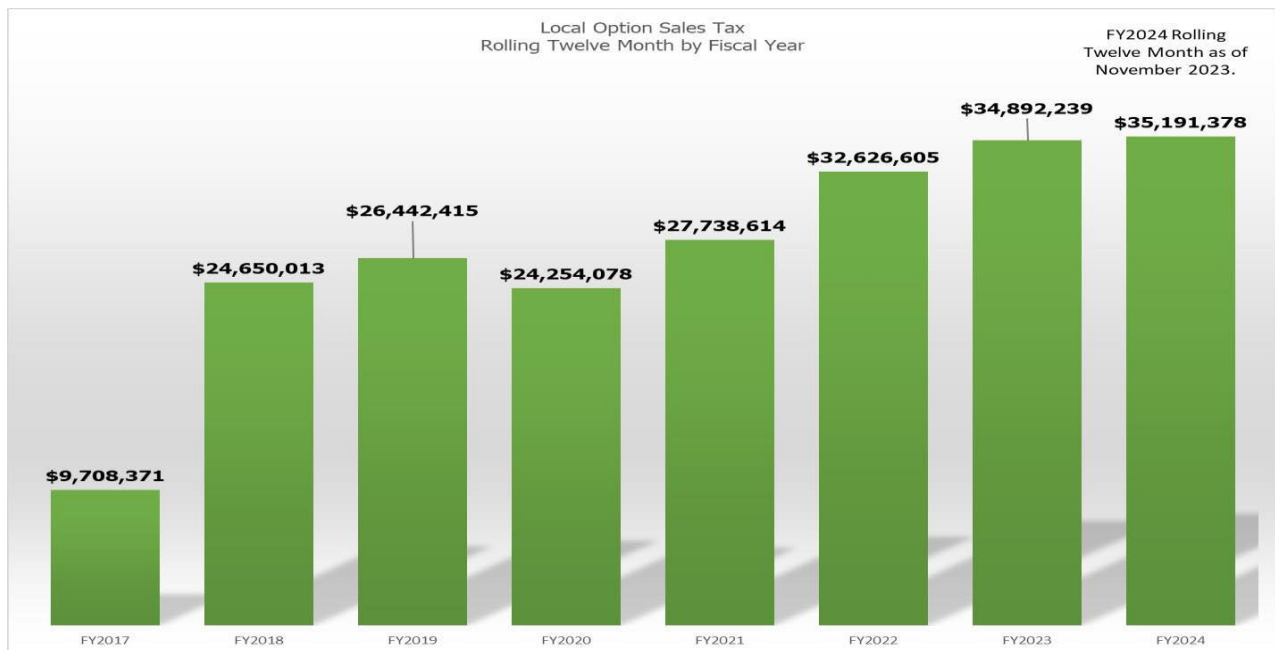
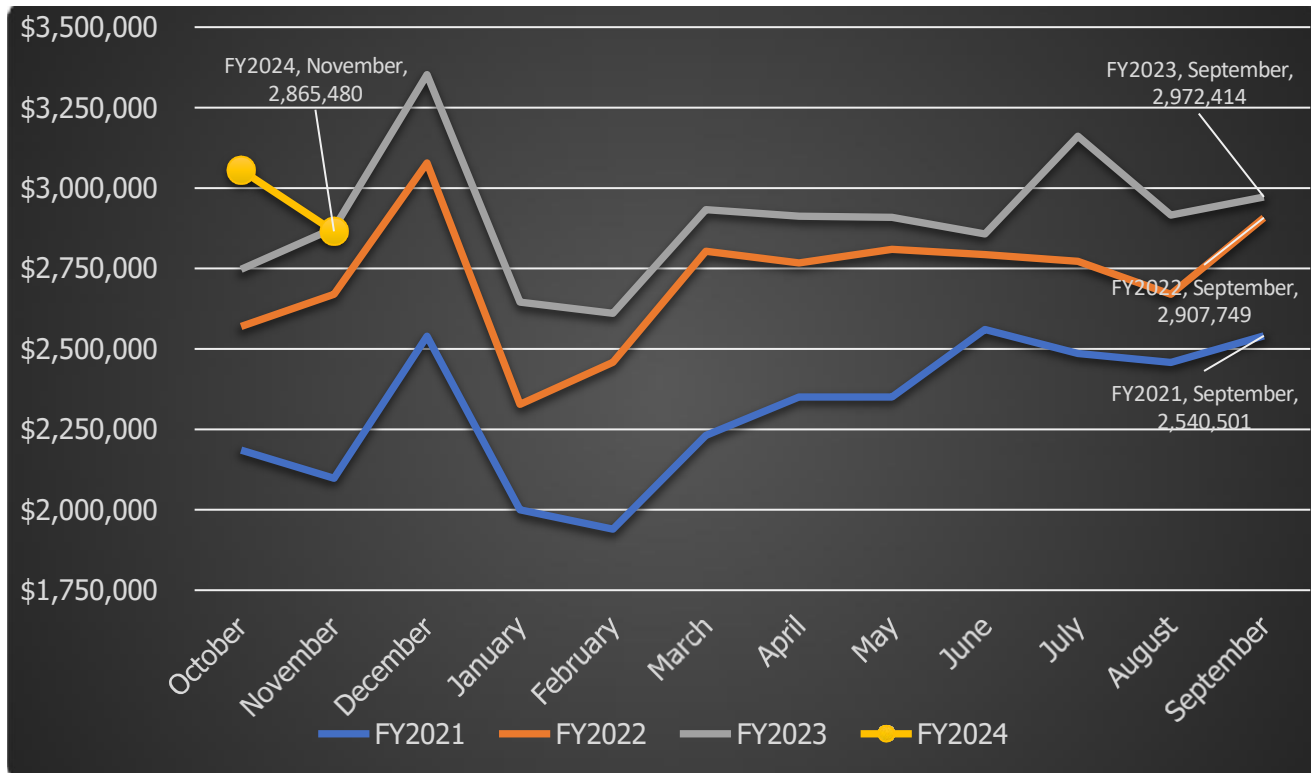
Local Option Sales Tax as of November 30, 2023

November = 16.67% percent of the fiscal year

Local Option Sales Tax (LOST) Collections by Year by Month					% Change from Prior Year
Month	FY2021	FY2022	FY2023	FY2024	
October	\$ 2,185,149	\$ 2,569,622	\$ 2,747,196	\$ 3,056,247	11%
November	2,098,040	2,669,570	2,875,393	2,865,480	0%
December	2,539,331	3,078,156	3,352,481		
January	1,999,859	2,327,867	2,645,233		
February	1,939,710	2,458,424	2,610,682		
March	2,231,220	2,803,530	2,932,651		
April	2,350,323	2,767,113	2,912,373		
May	2,350,521	2,809,306	2,909,073		
June	2,560,204	2,793,289	2,857,348		
July	2,486,024	2,772,231	3,161,244		
August	2,457,732	2,669,748	2,916,153		
September	2,540,501	2,907,749	2,972,414		
TOTAL	\$ 27,738,614	\$ 32,626,605	\$ 34,892,239	\$ 5,921,727	

Reconciliation and closing entries are pending, which may change the final results.

Local Option Sales Tax Historical Monthly Collection as of November 30, 2023

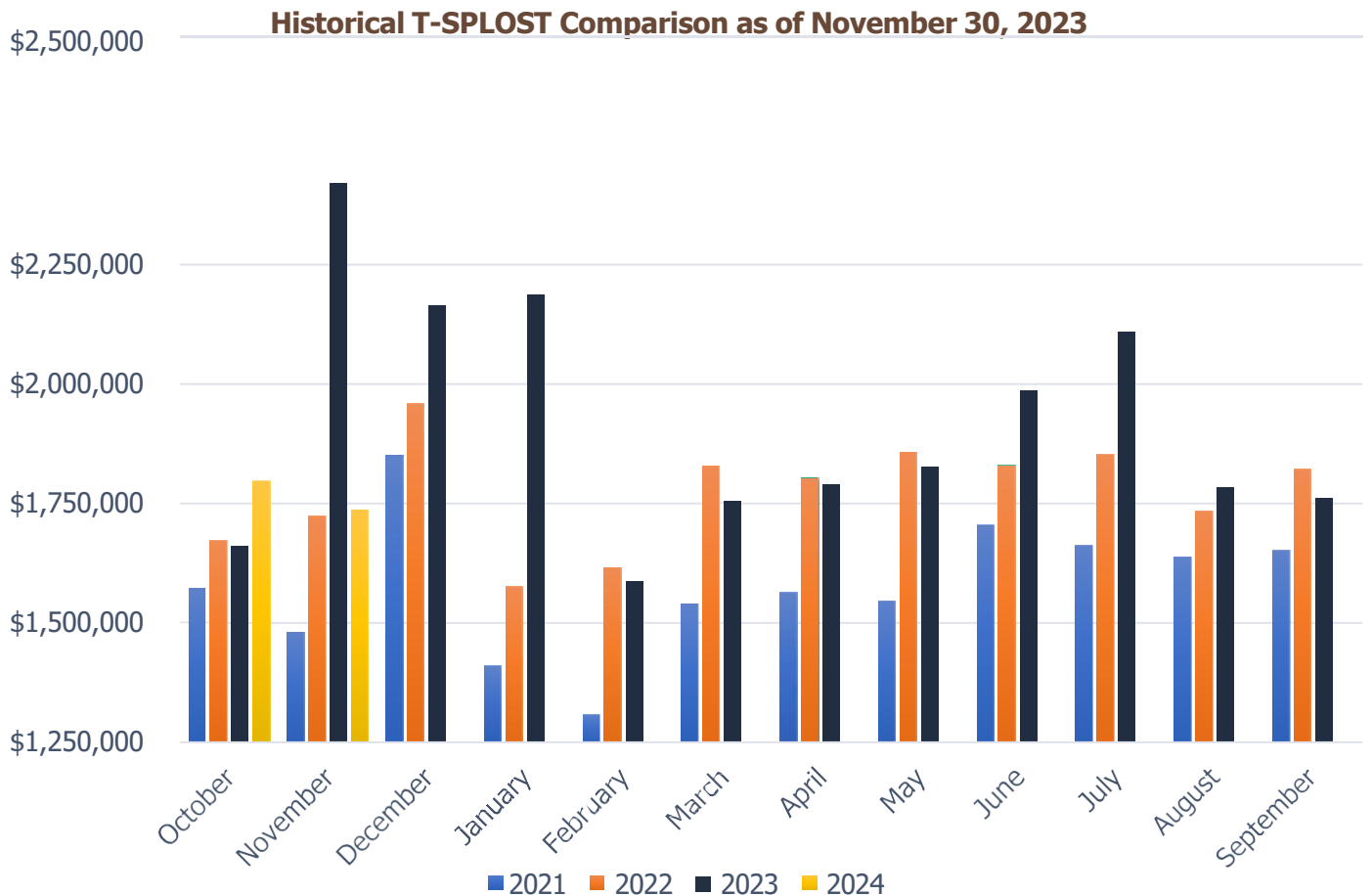


**Transportation – Special Purpose Local Option Sales Tax (T-SPLOST)
as of November 30, 2023**

November = 16.67% percent of the fiscal year

Transportation Special Purpose Local Option Sales Tax (TSPLOST) Collections by Year by Month					% Change from Prior Year
Month	2021	2022	2023	2024	
October	\$ 1,572,407	\$ 1,673,566	\$ 1,660,778	\$ 1,798,135	8%
November	1,480,262	1,723,042	2,419,003	1,736,022	-28%
December	1,851,254	1,958,624	2,164,072		
January	1,409,863	1,576,321	2,187,612		
February	1,307,487	1,615,575	1,587,691		
March	1,539,997	1,827,802	1,754,616		
April	1,564,591	1,803,081	1,788,970		
May	1,545,970	1,856,049	1,826,021		
June	1,704,920	1,831,139	1,985,203		
July	1,662,616	1,852,218	2,109,608		
August	1,638,898	1,735,146	1,783,995		
September	1,652,359	1,821,245	1,761,646		
TOTAL	\$ 18,930,624	\$ 21,273,808	\$ 23,029,214	\$ 3,534,157	

Reconciliation and closing entries are pending, which may change the final results.

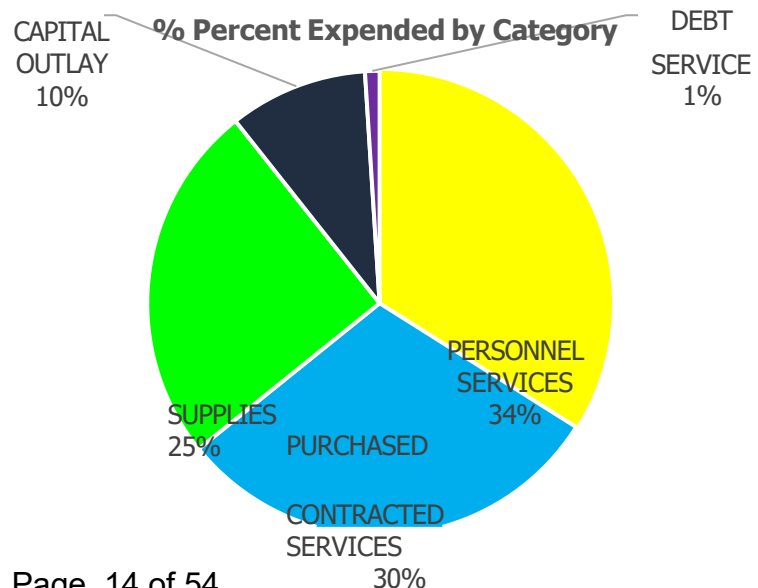
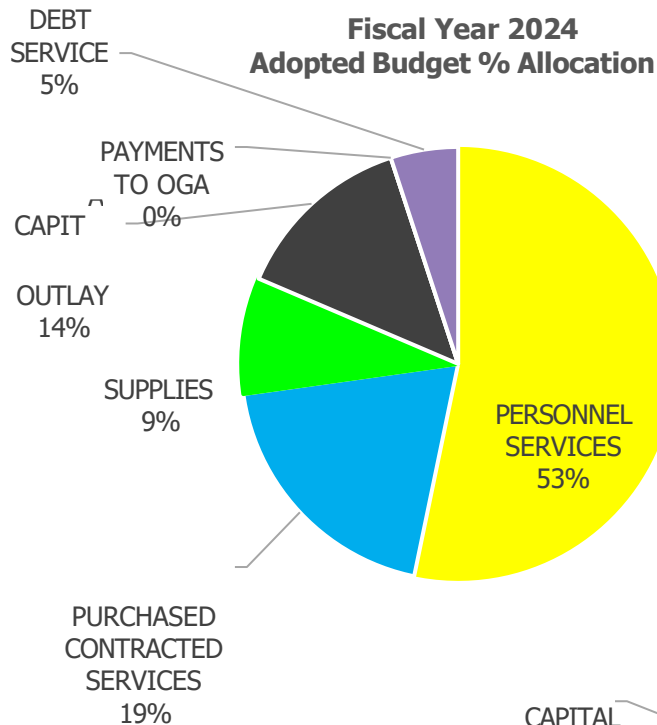


**General Fund Summary of Expenditures and Encumbrances (Open Purchase Orders) by Category
as of November 30, 2023**

November = 16.67% percent of the fiscal year

Expenditure Category	2024 Adopted Budget	Fiscal Year-to-Date Expenditures	Encumbrances (Open Purchase Orders)	FYTD Exp plus Encumbrances	% of Budget Used
PERSONNEL SERVICES	\$ 76,362,076	\$ 8,736,455	\$ 1,412	\$ 8,737,867	11%
PURCHASED CONTRACTED SERVICES	27,988,877	4,023,598	3,764,999	7,788,596	28%
SUPPLIES	12,401,348	2,312,554	4,157,326	6,469,880	52%
CAPITAL OUTLAY	19,418,667	205,072	2,276,802	2,481,874	13%
DEBT SERVICE	7,215,317	159,070	100,421	259,491	4%
TRANSFERS	4,398,330	-	-	-	0%
TOTAL GENERAL FUND EXPENDITURES	\$ 150,284,616	\$ 15,436,748	\$ 10,300,960	\$ 25,737,708	17%

Reconciliation and closing entries are pending, which may change the final results.



**General Fund Expenditures and Encumbrances (Open Purchase Orders) by Department
as of November 30, 2023**

November = 16.67% percent of the fiscal year

Department Description	2024 Adopted Budget	Fiscal Year-to-Date Expenditures	Encumbrances (Open Purchase Orders)	FYTD Exp plus Encumbrances	% of Budget Used
DISTRICT Total	\$ 891,150	\$ 202,997	\$ 4,678	\$ 207,675	23%
CITY CLERK	1,900,531	126,820	277	127,097	7%
MAYOR	144,352	48,780	11,892	60,672	42%
CITY MANAGER	2,413,536	204,454	221,856	426,310	18%
FINANCE AND ADMINISTRATIVE SERVICES	14,483,216	350,336	8,036	358,371	2%
GRANTS	352,191	15,000	190	15,190	4%
CONTRACTS AND PROCUREMENT	1,042,429	186,032	38,294	224,326	22%
LAW	2,033,615	231,313	4,834	236,147	12%
INFORMATION TECHNOLOGY	4,448,061	1,444,234	985,919	2,430,153	55%
HUMAN RESOURCES	1,498,005	141,666	1,412	143,078	10%
RISK MANAGEMENT- FINANCE DEPT	3,652,038	18,945	23,638	42,583	1%
FACILITIES	1,813,983	379,293	492,043	871,336	48%
COMMUNICATIONS and PUBLIC AFFAIRS	1,659,737	100,657	26,408	127,066	8%
GENERAL SERVICES	7,852,889	812,455	1,022,566	1,835,021	23%
MUNICIPAL COURT	1,163,673	131,351	134,000	265,351	23%
POLICE ADMINISTRATION	27,621,765	4,061,153	903,721	4,964,874	18%
FIRE ADMINISTRATION and PREVENTION		3,067,993	356,907	3,424,900	100%
PUBLIC WORKS ADMINISTRATION	19,418,521	1,637,271	5,708,368	7,345,639	38%
PARKS AND RECREATION	13,339,302	779,704	290,282	1,069,986	8%
CULTURAL AFFAIRS	1,822,685	231,776	36,338	268,114	15%
COMMUNITY AND REGULATORY AFFAIRS	4,747,339	591,946	8,473	600,419	13%
CODE ENFORCEMENT	4,083,648	446,426	18,425	464,851	11%
ECONOMIC DEVELOPMENT-DESTINATION SF	1,270,527	198,354	879	199,233	16%
ECONOMIC DEVELOPMENT-RED OAK	267,503	27,793	1,522	29,315	11%
ECONOMIC DEVELOPMENT-OLD NATIONAL	-	-	-	-	0%
Non-Departmental Line Item Budget (see below)	4,398,330	-	-	-	0%
TOTAL GENERAL FUND EXPENDITURES	\$ 150,284,616	\$ 15,436,748	\$ 10,300,960	\$ 25,737,708	17%

Reconciliation and closing entries are pending, which may change the final results.

2024 Non-Departmental Line Item Budget					
FROM			TO		
Fund	Description	Amount	Fund	Description	Amount
			207	Tree Fund (Non-refundable) Escrow	\$ 1,708,385
			707	Tree Fund Refundable Escrow	4,822,341
100	General Fund	\$ 6,530,726		Sub-total	6,530,726
100	General Fund	2,000,000	215	E-911 Fund	2,000,000
100	General Fund	150,000	295	South Fulton Development Authority (SFDA) Fund	150,000
100	General Fund	150,000	970	Downtown Development Authority (DDA)	150,000
100	General Fund	1,118,330	360	Debt Service Fund	1,118,330
100	General Fund	300,000	206	Blighted Property Abatement Fund	300,000
100	General Fund	500,000	555	Wolf Creek Amphitheatre Enterprise Fund'	500,000
100	General Fund	180,000	276	Public Arts Commission Fund	180,000
	Sub-total (non-departmental)	4,398,330		Sub-total (non-departmental)	4,398,330
	Total Transfers FROM General Fund	\$ 10,929,056		Total Transfers TO	\$ 10,929,056

General Fund Summary of Personnel Costs by Department
as of November 30, 2023

November = 16.67% percent of the fiscal year

Department Description	Fiscal Year 2024 Adopted Budget	Fiscal Year-to- Date Expenditures	Percent (%) of Budget Used
DISTRICT Total	\$ 480,950	\$ 131,336	27%
CITY CLERK	1,435,224	70,864	5%
MAYOR	77,352	23,783	31%
CITY MANAGER	1,722,536	110,128	6%
FINANCE AND ADMINISTRATIVE SERVICES	4,959,616	180,544	4%
GRANTS	256,691	-	0%
CONTRACTS AND PROCUREMENT	828,929	30,191	4%
LAW	906,865	111,878	12%
INFORMATION TECHNOLOGY	1,278,711	169,191	13%
HUMAN RESOURCES	1,150,335	116,222	10%
RISK MANAGEMENT- FINANCE DEPT	861,488	18,289	2%
COMMUNICATIONS and PUBLIC AFFAIRS	827,613	96,839	12%
GENERAL SERVICES	1,482,122	90,039	6%
MUNICIPAL COURT	647,798	63,605	10%
POLICE ADMINISTRATION	23,904,665	3,049,607	13%
FIRE ADMINISTRATION and PREVENTION	23,315,590	2,925,784	13%
PUBLIC WORKS ADMINISTRATION	2,254,304	416,349	18%
PARKS AND RECREATION	3,906,867	493,712	13%
CULTURAL AFFAIRS	1,115,985	127,882	11%
COMMUNITY AND REGULATORY AFFAIRS	2,397,639	191,524	8%
CODE ENFORCEMENT	1,993,648	242,748	12%
ECONOMIC DEVELOPMENT-DESTINATION SF	450,747	75,940	17%
ECONOMIC DEVELOPMENT-RED OAK	106,403	-	0%
TOTAL GENERAL FUND PERSONNEL COSTS	\$ 76,362,076	\$ 8,736,455	11%

Reconciliation and closing entries are pending, which may change the final results.

NOTES:

- **Revenue Collection** is cyclical. Historically, receipts and collection of property taxes are usually higher in the first quarter. Over 95% of Insurance Premium Taxes are typically received annually in October (in the first quarter of the fiscal year).

- **General Fund Summary Revenues:**

Property Taxes collected for October 2023 were \$6,054,350 (down \$1,203,252 or 14.58%) compared to \$7,257,602 for the same month in the prior fiscal year. Property tax revenue collected in November 2023 was \$31,408,040 (up \$2,169,940 or 7.42%) compared to \$29,238,100 for the same month in the prior fiscal year. Total property tax revenue fiscal year-to-date as of November 2023 was \$37,176,323 (up \$680,623 or 1.9%) compared to \$36,495,700 for the same period last year.

Motor Vehicle Title Ad Valorem Tax (TAVT) revenue of \$542,131 (\$256K for October and \$286K for November) is trending at near \$3M for the full fiscal year (up \$1.3M) above the \$1.7M budget expectations.

Franchise Tax revenue of \$516,928 was posted for October 2023. Last fiscal year, we had \$264K (October '22 - \$245K and November '22 - \$18K). Based on historical trends, December revenues are typically zero for the month. We can expect January's forecast around \$2.2M for the month. Revenue for the same month in prior years: (Jan 2021 was \$2.3M, Jan 2022 was \$1.7M, Jan 2023 was \$2.2M).

Insurance Premium Taxes posted for October are consistent with the same month in previous years. We may see a minor increase over the next few months.

Intergovernmental Revenues (IGA – City Hall and Fire Services) The City has an agreement with Fulton County for city hall and with the City of Atlanta for fire services (mutual aid).

- IGA – City of Atlanta for fire services is an annual contractual amount of \$680,022.11 billed semi-annually at \$340,011.11. The first billing for fiscal year 2024 was sent on December 4, 2023.
- IGA – City Hall is for \$220,000 and is recorded annually at the end of the fiscal year.

Charges for Services are \$117,181 for fiscal year-to-date as of November 2023. This category of revenue is tied directly to user fees and recreation programs. In fiscal year 2023, we collected approximately \$1.08 M in this category (Fire False Alarms and Fire Plan Review Fees of \$810K and Recreation Fees of \$270K). Recreation fees typically increase during the spring and summer, then taper off in the fall (October to December).

Fines and Forfeitures show \$1,043.50 as posted fiscal year-to-date as of November 2023. Municipal court distributions are subject to an adjudication process, are not cyclical, and, therefore, unpredictable over time.

Budgeted Use of Reserves will be amortized over twelve months using the straight-line method to recognize this revenue. We will monitor general fund capital spending trends through periodic reviews of the straight-line amortization. Amounts will be trued up or down as needed to match spending trend.

NOTES: - CONTINUED

▪ **Local Option Sales Tax:**

Rolling Twelve Month New for November 2023 is the bar graph that shows twelve months of performance regardless of the month or fiscal year. A rolling twelve months measures the total of the previous twelve months at any time. Therefore, the current fiscal year trending for LOST is \$35.2M as of November 2023, inclusive.

- **General Fund Summary of Expenditures** and Encumbrances (Open Purchase Orders) by Category represent products, goods, or services to be purchased throughout the fiscal year. Therefore, while some may be purchased periodically, others may be represented as one-time expenditures. The Open Purchase Orders increased by \$1.8M to \$10.3M, up from \$8.5M in October.

While Districts are trending higher than budget, City Clerk is under budget. This is attributed to District Aide's personnel and benefits being charged to Districts rather than the City Clerk. We are working with Human Resources to make the necessary corrections.

Finance is trending under budget as the budget includes \$3M for Pay Study and Minimum Wage Pay Program. This "placeholder" will be allocated later in the fiscal year. Factoring out the \$3M, Finance and Administrative is at 9.2% of the Budget Used.

- **General Fund Summary of Expenditures (by Department):** The following departments have open purchase orders:

1535 – Information Technology \$985,919 represents:

\$443K – Software Licenses; \$475K – Phones; \$38K – Copier Lease.
\$150K – Supplies, computers, laptops, docking stations

1595 – General Services \$1,022,566 represents:

\$208K – Professional Services; \$115K – Repair and Maintenance – Vehicles.
\$480K – Utilities (water, gas, fuel, and operating supplies).
\$219K – Capital Outlay – Buildings and Improvements.

3210 – Police Department \$903,721 represents:

\$14.5K – Professional Services; \$10K – Repair and Maintenance – Vehicles.
\$25.8K – K-9 Handler training, supplies, and advertising.
\$40K – Operating supplies; \$561K – Utilities (electricity, gas).
\$152K – Ballistic gear, computers, training supplies.
\$100K – Lease payment for vehicles.

4100 – Public Works Administration \$5,708,368 represents:

\$1.5M – Professional Services; \$151K – Repair and Maintenance Services.
\$2.2M – Street Lighting (power cost).
\$1.8M – Capital Outlay – Bridges.

NOTES: - CONTINUED

- **Non-departmental Line-item Budget** presents transfers from general funds to other funds for recurring operational needs.

Tree Fund Program: while shown on the table as part of the transfer presentation, funds for this program were initially held in the city’s general fund cash pool. For fiscal year 2024, the city moved Tree Fund Program cash to separate bank accounts. To improve transparency in financial reporting and enhance compliance with (Ord. No. 2018-050, § 1, 11-27-2018; Ord. No. 2022-008, § 2, 3-22-2022) as noted the City’s Code of Ordinances in Sec. 14-8004. - Use of tree funds, the City established two funds, a special revenue fund for the non-refundable escrow tree funds, and a trust fund for the refundable escrow tree fund deposits. The refundable portion is the amount due to the developer and, therefore, placed in a Trust Fund. The non-refundable portion of the escrow payment remains with the city in the Special Revenue Fund to be allocated equally among the districts.

As noted in the Non-Departmental Line-item Budget table, the amounts are as follows:

Non-refundable escrow deposit (Special Revenue Fund) _____\$1,708,385
Refundable escrow amount (Trust Fund) _____\$4,822,341
The total amount for the Tree Fund Program _____ s \$6,530,726

The following are recurring expenditures funded by the general fund:

Blighted Property Abatement Fund ____\$300K; E-911 operations _____\$2M;
Public Arts Commission _____\$180K; Wolf Creek Amphitheater ____\$500K;
Debt Service for Urban Redevelopment Agency Bond __\$1,118,330 to fund principal and interest.

The following amounts are for component units of the city and are funded from the general fund. These entities receive funding and deposit funds into their respective entity’s bank accounts which the City of South Fulton does not control.

South Fulton Development Authority (SFDA) _____\$150K
Downtown Development Authority (DDA) _____\$150K

Transportation Monthly Report

Grow Infrastructure and Solidify Finances

The following is the December 2023 Transportation Update Report. This report overviews fifty-one (51) transportation projects in the queue for the City of South Fulton. The various stages for these projects are Planning, Design, Under Construction, and Out-to-Bid and Approved for Construction. The report will detail projects in TSPLOST I, TSPLOST II, and Federal projects within Public Works (PW) within the following stages:

1. Planning: Eighteen (18) total projects.
2. Design: Nineteen (19) total projects. *
3. Under Construction: with nine (9) Total projects. *
4. Out-To-Bid & Approved for Construction: with five (5) total projects. *

Planning Phase (18 Total) All in TSPLOST II

- **TSPLOST II projects**
 - i. The City Council has approved three design engineers for standby design engineering services. Contracts have been executed, and Public Works engaged with the firms on December 20, 2023. PW requested quotes from all three firms for the Operational and Safety Improvement (OSI) projects listed below. The Consultants have until January 22nd to provide quotes. *
 - ii. A tiered approach will start with the seven (7) Operational and Safety Improvements (OSI) projects. Followed by eight (8) Pedestrian Bike Improvements (BPI), two (2) Bridge replacements (B), then a (1) Signal Upgrade (SU). *
 - iii. These projects are in District 1(3), District 2(6), District 3(1), District 4(4), District 5(2), District 6(3), and District 7(3).
 - iv. Several of these projects span multiple districts, as outlined below.

Project #	Project Name	Funding	Status	District
PBI-906	Welcome All Rd - From Roosevelt Hwy to Will Lee Rd. Pedestrian Bike Improvements.	TSPLOST II	Planning	3
PBI-914	Union Rd - From Campbellton Rd to Vandiver Rd. Pedestrian Bike Improvements.	TSPLOST II	Planning	2
PBI-911	Merk Rd - From Camp Creek Parkway to Alredge Rd. Pedestrian Bike Improvements.	TSPLOST II	Planning	2
PBI-910	Jerome Rd - From Old National Hwy to Old Bill Cook Rd. Pedestrian Bike Improvements.	TSPLOST II	Planning	5

<u>Project #</u>	<u>Project Name</u>	<u>Funding</u>	<u>Status</u>	<u>District</u>
PBI-909	Fulton Industrial Blvd area - various locations. Pedestrian Bike Improvements. Once sites are determined, a design consultant will be brought on, i.e., near Marta stops and business/employment centers. *	TSPLOST II	Planning	1
PBI-908	Flat Shoals Road - Old National Hwy to Buffington Rd. Pedestrian Bike Improvements.	TSPLOST II	Planning	5,6,7
PBI-903	Cascade Road - From City of Atlanta Limits to Fulton Industrial Blvd. Pedestrian Bike Improvements.	TSPLOST II	Planning	1
PBI-902	Bethsaida Road - From Old National Hwy to Nunn Woods Way. Pedestrian Bike Improvements.	TSPLOST II	Planning	6,7
SU-711	Cascade Road - From City of Atlanta Limits to New Hope Road, connected vehicle signal communication upgrades. Design Consultant to be brought on in 2024	TSPLOST II	Planning	1
OSI-631	Union Road at Thames Road Intersection Improvements.	TSPLOST II	Planning	2
OSI-629	Ono Rd/Hobgood Rd to Rivertown Road Intersection Improvements.	TSPLOST II	Planning	4
OSI-628	Old Fairburn Road to Thaxton Road Intersection Improvements.	TSPLOST II	Planning	2
OSI-622	Butner Road at Aldredge Road. Intersection Improvements.	TSPLOST II	Planning	2
OSI-600	Bethsaida Road at Creel Road/West Rd. Intersection Improvements.	TSPLOST II	Planning	6,7
OSI-623	Bethlehem Road at Cedar Grove Road Intersection Improvements.	TSPLOST II	Planning	4
OSI-620	Aldredge Road at Merk Road Intersection Improvements.	TSPLOST II	Planning	2
B-508	Koweta Road Bridge Over Deep Creek Replacement.	TSPLOST II	Planning	4
B-505	Derrick Road Bridge Over Deep Creek Tributary Replacement.	TSPLOST II	Planning	4

Design Phase (19 projects)

- **Federal Projects in the design phase (5) ***

- i. SR 92 @ Butner Road (CR 1374)/ Ridge Rd. Roundabout in District 4. ROW Phase. GDOT ROW Acquisition, GDOT Construction Let in May 2024. AECOM is the design firm and is in the final design review phase. *
- ii. Cochran Road over Camp Creek bridge replacement in District 2. GDOT is in the Final Design Review Phase. The scheduled construction let date is 5-17-24. One parcel left to close. *
- iii. The sidewalk project along New Hope Rd between Campbellton Rd and Danforth Rd will include a roundabout at Boat Rock Road in District 1. ROW certified. January 19, 2024, Construction Let. All 77 parcels were acquired. *
- iv. Sidewalks along Old National Highway from Flat Shoals Rd to Jonesboro Rd. Also, signal upgrades: Bethsaida Rd, Creel Rd, Woodward Rd, McGhee Landing, and Flat Shoals Rd in Districts 6 and 7. ROW phase. According to GDOT, the Construction let date was moved to 6-15-2025 to accommodate the new design consultant. City Council approved Atlas as the new design consulting firm at the 9/26/23 council meeting. NTP was given to Atlas to assume all design responsibilities. GDOT is awaiting the final design for review and approval. *
- v. Fulton Industrial Blvd sidewalks on both sides between Lakeview Court and Westpark and Fulton Industrial Blvd @ Cascade Road intersection improvements, both in District 1. All agreements between the City and GDOT are in place; The Concept reports are in GDOT review. Working on preliminary field and then Final Field Plan Reviews. Both projects are part of the Fulton Industrial Community Improvement District (FICID). Projects will be let for construction through the FICID; the City of South Fulton is listed as the local Municipality. *

- **TSPPOST II Projects are in the design phase (2). Bridge replacements.**
 - i. Design is nearing completion for Demooney Rd over Deep Creek Bridge Replacement with sidewalks on both sides of the bridge in Districts 3 and 4. The design is to be completed by early 2024. ROW Phase. Five parcels are to be acquired. NTP to begin for acquisition. September 2024 Construction let. *
 - ii. Stacks Rd Bridge Replacement over CSX Railroad in District 5. Complete design by September 2024. ROW Acquisition for three parcels started in December 2023. Construction is estimated to start in February 2025. *
- **TSPLOST I Projects in the Design phase (12) Details below ***
 - i. All projects are in various design stages.
 - ii. These projects include bridge replacements, intersection improvements, signal upgrades, and sidewalks in District 1(1), District 2(2), District 3(7), District 4(2), District 5(2), District 6(2), and District 7(2). Several projects are across multiple districts.

Project #	Project Name	District	Funding
T-284	Kimberly Rd at Cascade Rd intersection upgrade. Design nearing completion. Right-of-Way (ROW) submitted to the city for review. Working to acquire one parcel. *	1	TSPLOST 1
OSI-700	Flat Shoals Road Signal Upgrades. ROW phase. Design is complete. Two parcels in condemnation. Four other parcels have been acquired. *	5,6,7	TSPLOST 1
OSI-618	Welcome All Rd @ Scarborough Rd intersection improvement Incl. Roundabout. Design completed. ROW plans completed. Preparing for acquisition with Summer 2024 construction let date. *	3	TSPLOST 1
OSI-617	Welcome All Rd @ Jailette Rd intersection improvement. Design completion by January 2024. ROW Phase with three parcels acquired and one in condemnation. Summer 2024 Construction let date. *	3	TSPLOST 1
OSI-616	Stonewall Tell Road at Jones Road/Pittman Road intersection Improvement. ROW plans are complete and preparing for acquisition. Summer 24 Const. Let.	3	TSPLOST 1
OSI-615 OSI-613	Stonewall Tell Rd @ Union Rd intersection improvement, incl. Roundabout and Old Fairburn Road @ Union Road intersection improvement. ROW phase. Eight of Nineteen parcels acquired. Design nearing completion. Due to proximity, projects are to be left as a single project for construction for Summer '24. *	3	TSPLOST 1
OSI-608	Enon Road at Stonewall Tell Road intersection improvement, Including roundabout. Archeological resources (graves) encountered working to mitigate with final design changes. In final design. Seven parcels to acquire. *	2,3	TSPLOST 1
OSI-607	Demooney Rd @ West Stubbs Rd. Intersection improvement. Incl. Roundabout. Four parcels to be acquired. Const. let Summer 24.	3,4	TSPLOST 1

Project #	Project Name	District	Funding
OSI-605	SR 92 @ Jones Rd/Demooney Rd intersection improvement, incl. single-lane roundabout. Managed and funded under GDOT's safety program. GDOT is in the preliminary plan review summary phase. *	4	TSPLOST 1
OSI-603	Butner Rd @ Pittman Rd. Notice to Proceed (NTP) for ROW authorization forthcoming. There are 9 parcels to acquire. Plan review scheduled. *	3	TSPLOST 1
OSI-601 B-500	Butner Road @ Camp Creek Parkway intersection improvement & Butner Rd over Camp Creek bridge replacement. Lighting agreement with Georgia Power approved. Projects are scheduled to be let together for construction in May 2024. ROW Phase. GDOT has safety concerns for this intersection and may coordinate a quick-fix project. *	2	TSPLOST 1
B-502	Bethsaida Rd (CR 581) over Morning Creek bridge replacement. This project will be managed and funded by GDOT under their Local Bridge Replacement Program. Construction Let Date 7-15-25. Bridge Layout approved. *	5,6,7	TSPLOST 1

Under Construction (9) Projects *

- **Federal Projects Under Construction (3) ***

- i. Oakley Road (CR 614) over Broadanax Creek bridge replacement in District 7. This GDOT-managed project will include sidewalks on both sides. Project completion estimation is March 31, 2024. Williams Contracting Company, LLC has the contract at \$1,992,985.75. Project is on target as of 12/28/23*
- ii. Buffington Road From Royal South Parkway to Rock Quarry Road upgrades to include sidewalks on both shoulders and operational improvements at each intersection along the path. This is a GDOT-managed project in District 5. C.W. Matthews has the contract for \$29,985,361.50. The Construction completion date is 8-31-26. The project is on target; all 31 parcels have been acquired. *
- iii. Buffington Road from Rock Quarry Road to SR 14/US 29 upgrades. The existing bridge over South Fulton Parkway will be replaced and allow four lanes and sidewalks. This is a GDOT-managed project in District 5. C.W. Matthews has the contract for \$12,541,197.45. The Construction completion date is 8-31-26. As of 12/27/23, the project is on target; all 57 parcels have been acquired. *

- **TSPLOST I & 2 Under Construction (5) ***

- i. Sidewalks along both sides of Danforth Rd extending from Cascade Rd to Rehoboth Circle for approximately 0.715 miles in District 1. IGA signed by South Fulton for Georgia Power utility relocation, which has started. CMC, Inc. has the contract for \$1,394,740. On target for March 2024 Completion. *
- ii. Campbellton Rd @ Stonewall Tell Rd intersection improvement, including sidewalks, turn lanes, and a new traffic signal in Districts 1 and 2. The City of Atlanta entered into an IGA with the City to relocate water lines—March 2024 completion target date. CMC, Inc. has the contract for \$3,174,180.
- iii. Converting Roosevelt Highway (SR14) at Washington Rd signalized T intersection into a single-lane roundabout and other improvements in District 3. This is a GDOT project, which GDOT advertised and closed the Construction bid on 9-22-23. GDOT issues Notice to Proceed to Knight & Associates on 11-30-23. Expected completion date: 9-30-25. *
- iv. Cochran Road Bridge Replacement over Deep Creek to impact Districts 2 and 4. Construction Bid 23-75 closed 9-11-23. Approved for Construction on 9-26-23. BRTU was awarded the construction contract for \$3,895,677.40. Contract executed. Scheduled to be completed by February 2025. *
- v. TSPLOST II Resurfacing bid closed on September 8, 2023. 12 resurfacing projects in District 1; 5 in District 2; 14 in District 3; 12 in District 4; 6 in District 5; 6 in District 6; and 7 in District 7. Two resurfacing projects intersect districts three and four. The 3-Tier Resurfacing Contract was approved at the September 26, City Council meeting to ER Snell for \$21,726,739.66. Contract executed. Notice to Proceed given to ER Snell for 27 resurfacing projects. Five (5) of those projects have been completed as of the end of December 2023. *

Other Funding Sources Under Construction (1)

- i. Culvert replacement at the crossing of Loch Lomond Trail over Kimberly Creek. The City of Atlanta (COA) is installing the culvert due to damage caused by a COA water main in District 1. The project is completed and open to traffic. A final walkthrough must be scheduled with the contractor and the City of Atlanta to create a punch list. The project will be completed once the items on that punch list are completed. *

Currently Out-To-Bid & Approved for Construction (5) Projects *

- **TSPLOST I Projects Currently out to bid (1) ***

- i. Enon Road sidewalks, from Lynarbor Ln to Sanford J. Jones Blvd. to impact District 2. One parcel for Condemnation. AEI is the Engineer of Record. Construction Bid 23-86 was advertised on November 22, 2023, and bids are due 1-03-24. *

- **TSPLOST I & II Projects Approved for Construction (4) ***

- i. Rivertown Road @ Cedar Grove Road intersection improvement to include a roundabout in District 4. Construction Bid 23-74 closed 9-11-23. Approved for construction at the October 10, 2023, City Council meeting to CMC, Inc. for \$2,533,310.10. A fully executed contract is in place. Awaiting PO for construction. Notice to Proceed will follow. *
- ii. Butner Road @ Union Road intersection improvement will include streetlights and the addition of a roundabout to address congestion and reduce the severity of accidents at this intersection, sidewalks, and other improvements impacting districts 2 and 3. Construction Bid 23-73 closed 9-11-23. Approved for construction at the October 10, 2023, City Council meeting to SD and C for \$3,818,695.55. A fully executed contract is in place. Awaiting PO for construction. Notice to Proceed will follow. *
- iii. Enon Road over Camp Creek Tributary bridge replacement in District 1. Construction Bid 23-70 closed 9-8-23. Approved for construction at the October 10, 2023, City Council meeting to Baldwin Paving Co., Inc. for \$1,649,822.75. A fully executed contract is in place. Awaiting PO for construction. Notice to Proceed will follow. *
- iv. Fairburn Road upgrades from Cascade Rd to North Utoy Creek include sidewalks, North and South Creek bridge replacements, and other improvements in District 1. Construction Bid 23-85 closed on 11-27-23. To be approved for construction in a City Council meeting following bid tabulations. *

Fire Rescue Department Monthly Report

Increase Community Collaboration and Quality of Life.

GOAL 1

Invest in Developing Strong Teams

Develop a cohesive, servant-leader environment of trust and cooperation; commit to a shared vision while maintaining the epitome of professionalism.

The current EMT class took their National Registry Advanced EMT exam in December.

Eighteen (18) recruits were hired on Monday, December 18th. Another group is scheduled to start on January 16, 2024.

Our annual employee holiday event was held on December 18 – 20, 2023, at Fire Station #11. During this event, we provided refreshments and a gift for our employees. (picture attached)

Held 1st Fire Officer 1 certification class for the Officers in the department. Had a 90% pass rate.

Partnered with Peachtree City Fire to train firefighters in live fire training.

GOAL 2

Grow Infrastructure and Solidify Finances

Build and diversify our revenue sources to ensure financial adequacy and stability to reduce dependence on any single source.

Met with ESCI to complete the Fire Captain and Fire Lieutenant testing process, that's scheduled for January 27, 2024.

Meet with Paryani, and we will have a groundbreaking ceremony in February to renovate and expand services to Fire Station 6 in District 4.

Had 3 Battalion vehicles delivered and put in service.

Received 15 new life packs 15s to increase EMS capability and trained all personnel on the new devices.

GOAL 3

Increase Community Collaboration and Quality of Life.

Strengthen relationships with our county and state legislators and surrounding municipalities that will aid the City of South Fulton in taking a regional approach to services. Launch initiatives and create change to improve our quality of life, including public safety.

Emergency Manager Jake Jenkins met with a representative of the Sandtown Center & Villages at Sandtown to discuss an emergency preparedness plan.

The Standard Operating Guide (SOG) drafts for Warming Centers/Shelters, Local Emergency Operations Plan, and Continuity of Operations Planning have been completed. The center was opened in December for 3 days.

Batteries were replaced in the AEDs located throughout the city buildings.

We partnered with JAMBOS, a non-profit organization, to provide foster children with new pajamas. (picture attached)

Partnered with Parks, CDRA, Police, and the American Red and held a blood drive, collecting more blood for the Red Cross than they have received in the year. Fire won the battle of the badge!

Our annual toy drive was held on December 22, 2023, to assist those living in the extended hotels along the FIB corridor. (picture attached)

We assisted staff at QLS Villa with their breakfast for the seniors. (picture attached)

GOAL 4

Focus on Economic Development

Promote a healthy and prosperous economy that supports small businesses, entrepreneurs, tourism, and public-private partnerships. Define and promote who the city is and market it to stakeholders.

Fire inspectors completed 88 inspections. Fire investigators completed 3 investigations. The Fire Marshal completed 25 plan reviews.

GOAL 5

Create an Efficient Government

Create internal operations and systems to provide quality and efficient municipal services to improve the quality of life for residents and businesses.

Fire/EMS/Other Responses 2,009

Average response time is 9:59



HR Department Monthly Report

Invest in Developing Strong Teams

Metric	Total
New Hires	238 YTD (21 Temporary)
Terminations	128 YTD: 94 Voluntary and 34 Involuntary
Turnover Rate	24% YTD
Filled Requisitions	142 YTD
Open Requisitions	49
Training	All Hands attended by 225 staff
Worker's Comp (WC) Incidents	0 December, 30 YTD
Vehicle Accidents	4 December, 46 YTD

Special Projects:

End of Year Employee Engagement Celebration

New Pay System Implementation

Collective Bargaining Agreement (CBA) Implementation

Recruitment for HR Team

Identifying recruitment services (Indeed, LinkedIn, etc.)

HR Generalist Vonel Teragene obtained his PHR Certification

HR Director Patricia Redfern obtained her IPMA-SCP Certification

Economic Development Monthly Report

Focus on Economic Development

Strategic Focus Goal	Economic Development Activity
4	Met with CW Carmalita Gumbs of District 2 to provide an update on economic development projects within District 2 and provide feedback on how to move projects forward.
3 & 4	Facilitated the 1 st Annual Impact Awards Banquet which spotlighted individuals and businesses within the South Fulton Community. Approximately 180 guests were in attendance.
2 & 4	Facilitated a meeting with the ICM and Edmund Wall to discuss a confidential project and the potential economic and environmental impacts that it might have for the City of South Fulton. This project could have the largest economic development impact of its kind in the Atlanta metropolitan area.
1	Economic Development staff attended the State of the Aerotropolis event at the Hapeville Theatre. The event was well attended and was an excellent opportunity for COSF economic development staff to network with colleagues that serve in similar capacities across the South Atlanta metropolitan area.
4	Participated in the Greater South Fulton Convention and Visitors Bureau (CVB) Board meeting and Holiday Luncheon.
4	Facilitated the monthly South Fulton Development Authority (SFDA) meeting along with the SFDA board of directors. The board members discussed the amended and restated bylaws as well as reflected on the Annual Impact Awards Banquet.
4	Met with CW Helen Z. Willis to discuss economic development activities within District 3 of the City of South Fulton and provide feedback to the Councilperson on supported needed to address projects within their respective district.
1, 3, & 4	Economic Development staff facilitated an annual luncheon for the economic development affiliate boards and organizations, as well as those that participated in the Annual Impact Awards Banquet to give thanks for their support. The event was well attended with approximately 35 team members in attendance.
4	Met with the DDA Chairwoman to discuss the rollout of the new website for the DDA and those activities that should be completed prior to an official launch of the economic development tool.
1 & 4	Interviewed 8 candidates for the special project coordinator position with the Economic Development department. A successful candidate was chosen for the position and should be starting the latter part of January 2024.
4	Met with CDRA Director and a Project Epic representative to discuss details on ingress/egress and property right-of-way.

Public Affairs Department Monthly Report

In the month of December, the Public Affairs Department continued its commitment to transparent communication, community engagement, and public information dissemination. Key highlights include significant progress in digital outreach, community events, and proactive communication initiatives.

I. Digital Outreach

Website Analytics:

Total Website Visits: 29,000

Top Visited Pages:

- Solid Waste
- Calendar

Online Service Utilization: Average engagement time 1 minute and 28 seconds

II. Community Engagement

Events Calendar

< > December 2023 Collapse all						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	01 CZIM Meeting D4 Christmas Tree Lighting	02
03	04 District 5 Monday Night Community Meeting	05 South Fulton Development Authority Meeting (Cancelled) District 4 Holiday Tree Lighting	06 District 2 Senior Jingle Jam	07	08	09 Cascade Road Community Cleanup A Day with Santa
10	11 City of South Fulton Convention and Visitors Bureau Meeting District 5 Monday Night Community Meeting	12 Chaplains Holiday Social & Community Brunch City Council Work Session City Council Zoning Public Hearing City Council Regular Meeting	13 Red Oak Main Street Board Meeting Development Authority Bylaws Committee Meeting Development Authority Meeting	14 Rezoning Meeting Elbert Outlaw Holiday Classic	15 Downtown Development Authority Meeting (Cancelled) District 1 Holiday Cheer Food Giveaway District 1 Holiday Mixer Elbert Outlaw Holiday Classic	16 Sandtown Recreation Center Grand Reopening + Holiday Festival Elbert Outlaw Holiday Classic
17 Holiday Toy Drive	18 Christmas with a Cop CZIM Meeting District 5 Monday Night Community Meeting	19	20 Old National District Advisory Board Meeting Old National District Advisory Board Meeting District 2 Deck The Halls Holiday Toy Giveaway Planning Commission Meeting	21 Public Arts Commission Meeting City of South Fulton Jingle Jam Christmas Toy Giveaway Zoning Board of Appeals	22 City Administrative Offices Closed	23 District 5 and 6 Old National Corridor Jingle and Mingle Jam
24	25 Christmas Day District 5 Monday Night Community Meeting	26	27	28	29 City Administrative Offices Closed	30
31 New Year's Break	01	02	03	04	05	06

III. Looking Ahead:

1. Future Events:

Event Name	Date of Event
Cliftondale Demolition Ceremony	1/2/24
Welcome All Weight Room Reopening	1/4/24
Swearing-In Ceremony	1/6/24
Aerotropolis Community Clean-Up	1/13/24
Cascade Road Community Clean Up	1/15/24
*Power of Compliance	1/25/24

2. Website Enhancements:

- Addition of a page dedicated to events held throughout the city and at Wolf Creek Amphitheater.
- A Dedicated News Page has been completed.
- Creating a mobile Intranet platform for city staff to receive real-time information.



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: Discussion: Resolution Supporting and Declaring A Need for A Hospital Authority

DATE OF MEETING: 1/9/2024

DEPARTMENT: City Council

ATTACHMENTS:

Description	Type	Upload Date
Res2024 Resolution Supporting And Declaring Need for Hospital Authority	Cover Memo	1/5/2024

A RESOLUTION OF THE CITY OF SOUTH FULTON DECLARING THE NEED FOR A HOSPITAL AUTHORITY TO FUNCTION IN FULTON COUNTY PURSUANT TO THE PROVISIONS OF THE HOSPITAL AUTHORITIES LAW; TO PROVIDE FOR FILING WITH THE GEORGIA DEPARTMENT OF COMMUNITY HEALTH A COPY OF THIS RESOLUTION; TO REPEAL CONFLICTING RESOLUTIONS; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

(Sponsored by Councilmembers Carmalitha Gumbs, Jaceey Sebastian)

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 has been determined by City Council that there is a need for a hospital authority, created pursuant to the Official Code of Georgia Annotated § 31-7-70, et seq. (the "Hospital Authorities Law"), to function in the County; and

WHEREAS, the Georgia Constitution, Article IX, Sec. II, Par. III (b)(2) and City Charter § 1.12 (b)(7) allows for the City to enter into intergovernmental agreements with counties, municipalities, or other entities; and

WHEREAS, the City Council, after an opportunity to review, discuss and investigate this matter have determined that it is desirable and necessary that the Hospital Authority be activated immediately, pursuant to the Hospital Authorities Law, in order to fulfill the needs expressed herein.

WHEREAS, O.C.G.A. § 31-7-71 (4) allows for any two or more municipalities, or a combination of any county and any municipality acting together to be considered "participating units" or "participating subdivisions" for the creation of an authority; and

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

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

Section 1. The City Council hereby resolves and have determined and declared there to be a present and future need for a Hospital Authority (as more fully described and defined in the Hospital Authorities Law) to function in the County.

BE IT FURTHER RESOLVED that the Fulton County and Neighboring Cities can become members of needed Hospital Authority by a Resolution of the governing body.

BE IT FURTHER RESOLVED that there is hereby activated in the City the public body corporate and politic known as the “Hospital Authority of South Fulton” created in accordance with the Hospital Authorities Law.

BE IT FURTHER RESOLVED that there shall be appointed members of the first Board of Directors of the Hospital Authority, each of whom shall be an individual residing in the jurisdictions of member Cities and County. Said appointments shall be made in a separate resolution of the City Council through an (“Appointment Resolution”).

BE IT FURTHER RESOLVED that commencing with the date of adoption of the Appointment Resolution, each of the persons named shall serve in such capacity for the number of years set forth in said Resolution. After expiration of the initial terms, the terms of all directors shall be four years.

BE IT FURTHER RESOLVED that whenever an appointment to fill a vacancy on the Board of Directors of the Hospital Authority is made, either for an unexpired term or a full term, consideration shall be given as to whether a licensed Doctor of Medicine or registered nurse currently serves on the Hospital Authority of the City. If no licensed Doctor of Medicine or registered nurse currently serves on the Hospital Authority of the City, then consideration shall be given to the nomination and choice of a licensed Doctor of Medicine or a registered nurse to fill such vacancy.

BE IT FURTHER RESOLVED that the Board of Directors elected shall organize itself, carry out its duties and responsibilities and exercise its powers and prerogatives in accordance with the terms and provision of the Hospital Authorities Law as it now exists and as it might hereafter be amended or modified.

BE IT FURTHER RESOLVED that the City shall furnish promptly to the Georgia Department of Community Health, or such other department of the State of Georgia as may be required, a certified copy of this Resolution in compliance with the provisions of the Hospital Authorities Law.

BE IT FURTHER RESOLVED that any and all resolutions in conflict with this Resolution be and the same are hereby repealed.

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its adoption by City Council of East Point, and from and after such adoption the Hospital Authority of South Fulton shall be deemed to be created and activated.

Section 2. It is hereby declared to be the intention of the City Council that:

(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.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution 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 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 – do we want to have a 90 days or more implementation period?], unless provided otherwise by the City Charter or state and/or federal law.

[signatures and voting tabulations appear on the following page]



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: Discussion: Proposed Kwanzaa Holiday Resolution

DATE OF MEETING: 1/9/2024

DEPARTMENT: Mayor

ATTACHMENTS:

Description	Type	Upload Date
Kwanzaa Resolution	Cover Memo	1/5/2024
Kwanza Holiday (Jan2024)	Cover Memo	1/5/2024

Kwanzaa Holiday

Human Resources

1/5/2024

1

OBSERVATION OF KWANZAA

The city wishes to celebrate the heritage of its African American residents, which make up 92 percent of the City's population

In 2024 and 2025, Kwanzaa will begin on December 26 and end on January 1

Due to the overlap of already observed holidays, recognition of this weeklong celebration would cost only 3 additional holiday days

While other municipalities have chosen to suspend non-emergency services for the last week of December, the City of South Fulton would be one of the first to officially do so in recognition of Kwanzaa, making a statement on our commitment to diversity and inclusion

Estimated Costs

2024	\$354,000
2025	\$372,000

Additional closure dates in 2024 would be December 26, 27, and 30

Additional closure dates in 2025 would be December 26, 29, and 30

Estimates are based on additional holiday hours for emergency personnel, and some essential staff for potential events, or to maintain facilities

2025 estimates are based on a 5% increase in salaries across the board

Benefits

- ▶ Employees who wish to travel and spend time with family and friends during the holiday season would not need to use their personal vacation accruals
- ▶ In 2023, 118 employees used leave between December 26 and December 28, which would have been covered by the adoption of the Kwanzaa holiday, saving employees some of their accrued leave
- ▶ Time off, work-life balance, vacation/holidays are consistently ranked as one of the main motivators for accepting or staying at a job
- ▶ Adoption of the Kwanzaa holiday would celebrate the diversity of the residents and community of South Fulton, and provide an opportunity for employees to take a break, reduce stress, and refresh.

**AN RESOLUTION TO AMEND THE CITY’S HOLIDAY SCHEDULE TO RECOGNIZE
KWANZAA (DECEMBER 26 – JANUARY 1) AS AN OFFICIAL CITY HOLIDAY AND
FOR OTHER LAWFUL PURPOSES**

Plain Text Explanation:

Creates a Kwanzaa Holiday each year from December 26 to January 1.

(Sponsored by Mayor khalid)

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 City Council thereof (“City Council”); and

WHEREAS, the full and complete legislative and policy making authority of the City resides in the part-time 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 City wished to celebrate the heritage of its African-American residents, which make up 92 percent of the City’s population; and

WHEREAS, Kwanzaa is an annual celebration of African-American culture, from December 26 to January 1, created by Professor Maulana Ndabezitha Karenga to celebrate universal, community-building principles of Umoja (Unity), Kujichagulia (Self-determination), Ujima (Collective work and responsibility), Ujamaa (Cooperative economics), Nia (Purpose), Kuumba (Creativity) and Imani (Faith), important to advancing the culture of our city,

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

Section 1. Observation of Holiday: Kwanzaa, December 26 to January 1, is an official City Holiday:

- a. The City shall observe December 26 to January 1 as an official paid holiday. No City business shall be conducted on these days, except to facilitate the celebration or commemoration of these days. City employees who are mission critical December 26 to January 1 shall be offered flex time for the hours they work on such day.

- b. The City shall ensure sufficient public safety and administrative personnel are made available and compensated at the appropriate full-time or overtime rates to accommodate any celebrations;
- c. The goal of City Council is to make the cost of any such celebrations revenue neutral by seeking community and corporate sponsors to help offset the cost of any Kwanza events;
- d. The City Communications Department shall promote the event and the rationale behind the event as stated in this Resolution.

Section 2. It is hereby declared to be the intention of the City Council that: (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.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution 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 Resolution.

Section 3. All Resolutions 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 resolution for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the clerk.

Section 5. The effective date of this Resolution shall be on the date as set forth under Sec. 3.21 of the City Charter unless provided otherwise by applicable local, state and/or federal law.



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: Discussion: Resolution Amending Human Resources Policies and Procedures Regarding Compensatory Time

DATE OF MEETING: 1/9/2024

DEPARTMENT: City Council

ATTACHMENTS:

Description	Type	Upload Date
Res2023 HR Policies and Procedures update Comp time_	Cover Memo	1/5/2024
Compensatory Time	Cover Memo	1/5/2024

**A RESOLUTION AMENDING THE CITY HUMAN RESOURCES POLICIES AND
PROCEDURES MANUAL; AND FOR OTHER LAWFUL PURPOSES**

(Sponsored by Councilmember Williams-Brown)

WHEREAS, it is the policy of the City to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations; and

WHEREAS, the City Council desires to amend the City's policies and procedures Manual for City employees; and

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

NOW THEREFORE, THE COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA, HEREBY RESOLVES:

Section 1. The City of South Fulton Human Resources Policies and Procedures Manual is hereby amended to reflect changes in the following section:

Policy Number 314 -18

OVERTIME AND COMPENSATORY TIME

I. Statement of the Policy

It is the policy of the City to properly compensate employees for all time worked, including payment of overtime and accrual of compensatory time, as allowed by and in accordance with applicable law.

II. Applicability

This policy and procedure applies to all employees who are "non- exempt" as defined in the Fair Labor Standards Act (FLSA) and may apply to exempt employees in certain circumstances as set forth herein.

1. Overtime Pay

When operating requirements or other needs cannot be met during regular working hours, employees may be scheduled to work overtime. Non-exempt employees will be paid one and one-half (1.5) times their regular rate of pay for all hours worked in excess of the applicable maximum hours as listed below and as otherwise required by applicable state and federal law, unless the employee receives compensatory time for overtime work as set forth in this policy:

- 40 hours in one standard work week for all non-exempt employees except those engaged in law enforcement or fire protection activities (as defined in 29 U.S.C. § 207(k));
- 106 hours in one 14-day work period for non-exempt fire protection employees (as defined in 29 U.S.C. §207(k)); or
- 86 hours in one 14-day work period for non-exempt law enforcement personnel (as defined in 29 U.S.C. §207(k)).

Paid time, i.e., sick pay, holiday pay, vacation pay, and jury duty pay (where applicable) will not count toward hours worked for the purpose of determining overtime pay.

All overtime work must be authorized in advance by the employee's supervisor. Employees will be compensated for all time worked. However, working overtime without prior authorization may result in disciplinary action. The standard work week and 28-day work period discussed above are defined in the Work Week, Work Period, and Pay Period Policy.

2. Accruing Compensatory Time

The City may offer time off with pay (compensatory time) in lieu of overtime pay for overtime worked as provided by applicable law to a non-exempt employee to whom the City has provided sufficient notice under the law informing the employee that compensatory time will be provided in lieu of overtime pay as allowed by law.

Compensatory time for non-exempt employees shall accrue at the rate of one and one-half (1.5) hours for each hour worked in excess of the applicable maximum hours set forth above in Section II (1) or as otherwise required by applicable State and Federal law. Paid time off such as sick pay, holiday pay, vacation pay, and jury duty pay (where applicable) will not count toward hours worked for the purpose of determining overtime pay.

Law enforcement, fire protection, and emergency response personnel and employees engaged in seasonal activities may accrue up to 480 hours of comp time; all other employees may accrue up to 240 hours of comp time. Eligible employees may not accrue more than 240 hours of compensatory time at any time.

If an employee believes he or she has been subject to an improper salary deduction, has been improperly classified as exempt or non-exempt, or has not been paid overtime for any hours worked over their respective work period, the employee should notify HR or Finance directly.

Employees exempt from FLSA shall be given compensatory time off at the rate of one hour for each hour worked beyond their regularly scheduled work period. Exempt employees are not eligible for overtime pay.

III. Procedure for Using Compensatory Time

Eligible Employees are encouraged to use their accrued compensatory time, and each employee must use all compensatory time accrued by the end of the calendar year in which the time was earned. To request the use of compensatory time, an employee

should submit a written request to their supervisor as far in advance as possible. Any leave taken by an employee will be charged against accrued compensatory leave balances, if available, before any holiday or vacation balances are charged. Hours of compensatory time used during a work week do not count towards “hours worked” for that work week for purposes of assessing whether an employee is entitled to payment of overtime, calculation of holiday pay or accrual of additional compensatory time.

IV. Paying out Compensatory Time

Employees, supervisors, and department heads should closely monitor comp time accruals to ensure the maximum accrual is not exceeded. Compensatory time will be paid out as following (whichever occurs first):

1. Separation of employment
2. Change in classification affecting compensation (i.e. promotion/ demotion)

If the City in its discretion decides to cash out an employee’s accrued compensatory time balance at a time other than upon termination, payments for such accrued compensatory time will be paid at the regular rate earned by that employee at the time the employee receives such payment.

Departments of the City that receive funding from external funding sources for reimbursement of payments by the City for overtime hours shall be permitted, to the extent of such external funding and in accordance with the terms and conditions for which such external funding is being made available, to allow employees to be paid overtime pay; provided, further, that provisions for the accrual of compensatory time shall not apply when covered employees are paid for overtime hours and the City is reimbursed for such payments from external funding sources.

Section 2. An updated South Fulton Human Resources Policies and Procedures Manual reflecting the above listed change in this resolution is hereby adopted by Council.

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]

COMPENSATORY TIME POLICY UPDATES

Human Resources

BENEFITS OF COMP TIME



Better work-life balance



Improved productivity and efficiency



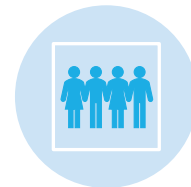
Reduced stress levels



Improved job satisfaction



Better health



Attraction and retention of top talent

FLSA AND COMP TIME

State and local government agencies may offer compensatory time off in lieu of overtime pay

Law enforcement, fire protection, emergency response personnel, and employee engaged in seasonal activities may accrue up to 480 hours of comp time

All other employees may accrue up to 240 hours of comp time

Comp time must be calculated at a rate of not less than one and one-half hours for each overtime hour worked

Requests to use comp time must be permitted unless doing so would “unduly disrupt” the operations of the city

COSF BACKGROUND

In 2022, the City eliminated compensatory time

In June of 2022, the City paid out \$883,000 of earned comp time for 136 employees in the Fire Department

In September of 2022, an additional \$72,000 was paid out to 98 employees to eliminate comp time balances for the rest of the city

Previous policy allowed for up to 120 hours of comp time accrual for all employees

We currently have 575 employees, 118 are exempt

AREAS OF FOCUS



Exempt employees cannot earn overtime, and as such any additional hours worked currently go uncompensated, unless their supervisor approves flex time



Earned comp time must be used before any vacation time is used, and must be used “timely”



Clear and specific parameters and definitions of when comp time can be accrued will be communicated to all employees and supervisors



Allowing employees a choice of comp time or OT will ensure we are meeting employees’ needs

RECOMMENDATIONS

Offer Compensatory Time for exempt colleagues only, as non-exempt will continue to earn overtime pay for additional hours worked

Consider the previous Comp Time cap of 120 hours, to minimize liability in case a future pay out is needed

All Comp Time accrued to be used by the end of the calendar year in which it is accrued. City Manager can approve rollovers on a case-by-case basis due to operational hardships.

Just as OT must be approved in advance, comp time should adhere to the same guidelines and be approved in advance
