



City of South Fulton, Georgia

5440 Fulton Industrial Blvd.
South Fulton, GA 30336
Phone: 470-552-4311
cityofsouthfultonga.gov

Agenda

City Council Regular Meeting

The Honorable Carmalitha Gumbs, Mayor
The Honorable Catherine F. Rowell, District 1
The Honorable Aaron V. Johnson, District 2
(VACANT), District 3
The Honorable Jaceey Sebastian, District 4
The Honorable Keosha B. Bell, District 5
The Honorable Natasha Williams-Brown, District 6
The Honorable Linda B. Pritchett, District 7

Wednesday, April 15, 2026

7:00 PM

City Hall

SOUTH FULTON CITY COUNCIL MISSION STATEMENT:

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

Live-stream: **Public Meeting Portal**
(CivicClerk): <https://southfultonga.portal.civicclerk.com>

Public Comment: <https://www.cityofsouthfultonga.gov/3074/Public-Comment-at-Council-Meetings>

- I. Meeting Called to Order - Mayor Carmalitha Gumbs**
- II. Roll Call - City Clerk Corey Adams**
- III. Invocation - City Chaplin**
- IV. Pledge of Allegiance**
- V. Adoption of Council Agenda**
- VI. Approval of City Council Meeting Minutes**
 - A. Request Council Approval of the following City Council Regular Meeting Minutes: March 24, 2026
 - B. Council Approval of the following City Council Work Session Minutes: March 24, 2026
 - C. Request Council Approval of the following City Council Alcohol and Zoning Public Hearing Minutes: March 24, 2026
- VII. Consent Agenda Items**
 - A. Mayor/Council Proclamations for Spreading on the Minutes:

Isadora Victoria Belle (Mayor Gumbs)
Latiefe Mikell Elliott (Councilmember Pritchett)
Delphine Knaff (Mayor and Full Council)
Jacquelyn H. Barrett-Washington (Mayor and Full Council)
Marsha Still (Mayor and Full Council)

Paulette DeV Vaughn (Mayor and Full Council)
Dr. Arnita D. Johnson (Mayor and Full Council)
Jennifer C. Thompson (Mayor and Full Council)
Eleanor Kinlaw-Ross (Mayor and Full Council)

- B. Request Council approval to accept a donated bullet and stab protective vest for SFPD K9 Tir from Vested Interest in K9s, Inc., valued at approximately \$1,800.00.
- C. Request Council Approval Of A Resolution Of The City Of South Fulton Recognizing Georgia Cities Week, April 20-25, 2026, And Encouraging All Residents To Support The Celebration And Corresponding Activities.
- D. Request Council Approval of An Intergovernmental Agreement Between Fulton County, Georgia, And the City of South Fulton, Georgia For The Provision Of Election Services for the May 19, 2026, Municipal Special Election and the June 16, 2026, Runoff Election, If Necessary. (City Clerk)
- E. Request for the City Council to authorize acceptance of a grant award from the Atlanta Fulton County Recreation Authority in the amount of \$10,000 to fund the Parks and Recreation Senior Body Sculpting Program; and authorize the execution of all necessary agreements and documentation to implement the funded project. The grant does not require matching funds.
- F. Request for the City Council's ratification to accept a FY 26 Governor's Office of Highway Safety (GOHS) grant award, administered by the Georgia Association of Chiefs of Police, in the amount of \$22,000 to fund technology equipment for the Police Department; and ratify execution of all necessary agreements and documentation to implement the funded project. The grant does not require matching funds.
- G. Request Council Approval of the following donations:
 - Donation of \$500.00 by Randomize Now, Inc. for the Women's History Month R.E.S.T. Event
 - Donation of \$1,000.00 by Douglas Selby for the Women's History Month R.E.S.T. Event
 - Donation of \$2,500.00 by Piper Sandler for the Women's History Month R.E.S.T. Event
- H. Request Council Approval of the following event:
 - D4 Men's Health Month Event, June 6, 2026, at Fire Station #6 (Co-sponsored with State Representative Lydia Glaize) To replace the previously approved senior event on the same date.
- I. The Administration is requesting Council to approve the FY26 Proposed Audit Plan. The proposed plan identifies priority audit and monitoring activities designed to strengthen internal controls, enhance operational efficiency, ensure fiscal accountability, and address identified risk areas across City operations. Adoption of the plan authorizes the Internal Auditor to proceed with the outlined audit activities during Fiscal Year 2026 and to address additional audit concerns as directed by the City Council.
- J. Request for the City Council's acceptance of the three grant awards totaling \$198,435 from the FY25 State Homeland Security Program (SHSP), administered by the Georgia

Emergency Management and Homeland Security Agency and funded by the Federal Emergency Management Agency (FEMA), to strengthen the City's cybersecurity and public safety preparedness and resilience; and authorize execution of all necessary agreements and documentation to implement the funded projects. The grants do not require matching funds, and the award allocation is outlined below.

Fire Rescue Department – \$68,196 to purchase search and rescue equipment that will enhance emergency response; Police Department – \$60,239 to support the acquisition of specialized equipment that will strengthen SWAT operations; and Information Technology Department – \$70,000 to fund advanced cybersecurity training.

K. Request Council Approval Of The Following Board Appointments:

Councilmember Sebastian reappoints Mr. Ron Coleman to the Code Enforcement Board
Councilmember Rowell appoints Ms. Esma Fox to the Public Arts Commission
Councilmember Johnson appoints Ms. Andrea Ward to the Code Enforcement Board
Councilmember Johnson appoints Mrs. Jackie Barrett Washington to the Planning Commission
Councilmember Johnson reappoints Mrs. Peni Webster Lewis to the Veterans Advisory Committee

VIII. Public Comments (Comments regarding Zoning Cases will not be allowed)

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 forgoing.

IX. Council Comments

X. Agenda Items

A. Administration

1. Request Council Approval Of A Resolution To Amend The Fiscal Year 2026 Operating And Capital Budget Of The City Of South Fulton, Georgia, By Reallocating Appropriations Between Various Departments And Funds To Align Budgeted Amounts With Actual Revenues And Expenditures, Ensure Compliance With The City's Budgetary Control Policy, And Prohibit Expenditures From Exceeding Available Funding
2. Request Council Approval Of A Resolution Amending The City Of South Fulton Elected Official Vehicle Usage Policy

B. Procurement and Contracts

1. The Procurement Department requests Council approval to utilize a cooperative purchasing agreement for vehicle upfitting and installation of equipment on government furnished vehicles to support operational needs of the General Services Department Fleet Division. The City will piggyback on the State of Georgia

Department of Public Safety GSA Schedule Contract GS-07F0152T under the 1122 Procurement Program with Dana Safety Supply, an authorized supplier under the federal and state cooperative purchasing program.

This cooperative procurement method leverages competitively solicited pricing and terms, reduces procurement cycle time, and ensures compliance with public purchasing requirements without duplicating the solicitation process. Services may include installation of emergency lighting, radios, consoles, partitions, camera systems, radar systems, mobile data terminals, push bumpers, K-9 equipment, and other related vehicle equipment. Purchases and installations will be made on an as-needed basis through individual purchase orders consistent with the cooperative agreement. Total expenditures shall not exceed two million dollars (\$2,000,000.00) during the contract term, subject to approved departmental budgets.

The underlying cooperative contract became effective August 1, 2007 and is currently valid through July 31, 2027.

2. The Procurement Department requests Council approval to utilize a cooperative purchasing agreement for the purchase and delivery of petroleum products to support the General Services Fleet Division. The City will piggyback of State of Georgia Contract No. 99999-001-SPD0000222-0005 with Colonial Oil Industries, Inc. This cooperative method ensures competitive pricing and compliance while reducing procurement time. Funding shall not exceed four hundred thousand dollars (\$400,000.00) during the contract term and is subject to approved departmental budgets. The contract is effective December 1, 2024, and expires November 30, 2026.b any renewal, extension, or continued use of Colonial Oil Industries, Inc. shall be contingent upon the State of Georgia renewing or extending the underlying contract and the vendor remaining an authorized contractor under that contract.
3. The Procurement Department requests Council approval to utilize a cooperative purchasing agreement with Fonroche Lighting America under Sorcewell Contract No. 041525-FNR for citywide solar street lighting services, including installation, leasing, and maintenance supporting Public Works and General Services. This approach ensures competitive pricing, compliance, and operational efficiency. Funding shall not exceed three million dollars (\$3,000,000.00) per contract year and is subject to approved departmental budgets. The agreement term is one year from execution, with renewal options subject to approval and shall not extend beyond July 22, 2029, consistent with the underlying Sorcewell contract term.
4. The Procurement Department requests Council approval to award RFQ No. 26-10, Senior Homeowner Rehabilitation Program, to Nehemiah to provide rehabilitation services for eligible senior homeowners in accordance with program requirements and City standards. This procurement supports the City's objective of improving housing conditions, protecting vulnerable residents, and delivering rehabilitation services that align with community development priorities. The agreement shall have an initial term of three years, with one-year renewal options, subject to satisfactory contractor performance, continued program eligibility, legal review, and the availability of appropriate funds. Initial funding is seven hundred thirty-four thousand six hundred thirty-one dollars and zero cents (\$734,631.00). The City reserves the right to

increase the budget for the agreement through additional sources of funding, subject to approval and the availability of funds.

5. The Procurement Department requests Council approval to amend the existing Public Facilities and Services Inc. IDIQ construction contract awarded under RFP 24-26 by increasing the aggregate contract authority from three million dollars (\$3,000,000.00) to eight million five hundred thousand dollars (\$8,500,000.00). The Administration also requests approval to authorize execution of a project specific AIA A104-2017 agreement for the Campbell Welcome Center project in an amount not to exceed the guaranteed maximum price of five million one hundred fifty thousand dollars (\$5,150,000.00).

The Campbell Welcome Center project includes renovation, expansion, site improvements, and related utility work necessary to support the facility. The proposed project agreement establishes a 275-day construction duration. Funding is planned across Fiscal Year 2026 and Fiscal Year 2027 and remains subject to Finance confirmation. Approval of this item increases contract capacity but does not authorize construction work, which will remain subject to execution of the project agreement, funding confirmation, all required approvals.

C. First Read Ordinances

1. First Read: An Ordinance To Establish Eligibility Requirements For Members Of City Boards And Commissions; To Require Vacation Of Office Upon Qualification As A Candidate For Elected Office (Sponsored by Councilmember Jacey Sebastian, Co-Sponsored by Councilmember Natasha Williams-Brown)
2. First Read: An Ordinance To Authorize And Regulate Cigar Lounges In The City Of South Fulton, Georgia; To Establish A Limit Of Five (5) Cigar Lounge Licenses; To Provide For Special Use Permits; To Establish Operational, Health, And Safety Requirements (Sponsors: Councilmembers Rowell, Bell, Williams-Brown, Johnson)
3. First Read: An Ordinance To Create Chapter 10 (Wine and Tasting Rooms) Of Title 16 (Alcoholic Beverages) Of The Code Of Ordinances, City Of South Fulton, Georgia; To Modify Provisions Affecting The Operation Of Wine And Tasting Rooms (Sponsored by Councilwoman Catherine Rowell)
4. First Read: An Ordinance To Repeal RES2023-060 And ORD2018-032, And Replace With An Ordinance To Regulate The Use Of City Of South Fulton Purchasing And Credit Cards, Enhance Operational Efficiency
5. First Read: Zoning Ordinance for Case Z26-005/ CDP26-002: An application by Delores A. & Robert A West c/o Dani Blumenthal, Gaskins + LeCraw requesting a rezoning from AG-1 (Agricultural/ Old National Highway Overlay District) to CUP (Community Unit Plan/ Old National Highway Overlay District) with a future land use amendment from Suburban II Neighborhood to Suburban I Neighborhood to develop a single-family residential community with 41 detaches homes on 13.83 acres at 3665 & 0 Jonesboro Road (Parcel ID: 09F130000595413, 09F130000591065 & 09F130000591800). City Council District: 5.

Staff Recommendation:

Z26-005 - Denial
CDP26-002 - Denial

Planning Commission Recommendation
Z26-005 - Denial
CDP26-002 - Denial

XI. Walk-On Items (if necessary)

XII. Executive Session, if necessary

XIII. Adjournment of Meeting

CITY OF SOUTH FULTON, GEORGIA

City Council Regular Meeting

City Hall

Tuesday, March 24, 2026, 7:00 PM



City Council Regular Meeting Minutes

I. Meeting Called to Order - Mayor Carmalitha Gumbs

Mayor Carmalitha Gumbs called the meeting to order at 7:00 PM.

II. Roll Call - City Clerk Corey Adams

**Present: Mayor Carmalitha Gumbs
Councilmember Catherine F. Rowell
Councilmember Aaron V. Johnson
Councilmember Jaceey Sebastian
Councilmember Keosha B. Bell
Councilmember Linda B. Pritchett
Councilmember Natasha Williams-Brown**

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

III. Invocation - City Chaplin

City Chaplain gave the invocation, followed by the Pledge of Allegiance.

IV. Pledge of Allegiance

V. Adoption of Council Agenda

Mayor Carmalitha Gumbs approved the Amended Council Agenda by unanimous consent with no objections.

Amendments:

1. City Manager:

A RESOLUTION REGARDING HB1116 AND SB 382 THE IMPACT ON LOCAL GOVERNMENT FINANCES, CREDIT RATINGS, AND TAX EQUITY; AND URGING MEMBERS OF THE GEORGIA GENERAL ASSEMBLY TO AMEND OR OPPOSE THE LEGISLATION; AND FOR OTHER LAWFUL PURPOSES.

2. On APPENDIX B item 5, the bullet should say:

- \$200,000 to be paid at the issuance of Building 100 land development permit (LDP).
- \$200,000 to be paid at the issuance of Building 200 land development permit (LDP).

VI. Approval of City Council Meeting Minutes

Mayor Carmalitha Gumbs approved the City Council Meeting Minutes for March 10, 2026, by unanimous consent with no objections.

- A. Request Council Approval of the following City Council Regular Meeting Minutes: March 10, 2026
- B. Request Council Approval of the following City Council Work Session Minutes: March 10, 2026
- C. Request Council Approval of the following City Council Alcohol and Zoning Public Hearing Minutes: March 10, 2026

VII. Consent Agenda Items

Mayor Carmalitha Gumbs approved the Consent Agenda Section VIII: Items A through F unanimously, with no objections.

- A. Mayor/Council Proclamations for Spreading on the Minutes:

Dr. S. Carver Davenport (Councilmember Pritchett)
Dr. Torin T. Dailey (Mayor Gumbs)
- B. Request Council Approval Of A Resolution Of The City Of South Fulton Authorizing Acceptance Of A Donation Of Completed Enhancements And Site Improvements At Creel Park And Welcome All Park From The Atlanta Hawks Foundation, Inc. For The Purpose Of Improving The Outdoor Community Basketball Courts
- C. Request Council Approval of the following Event: Candlelight Vigil Honoring The Memory of Captain Helio A. Garcia, III on Thursday, April 16, 2026, from 6:30 PM at Southwest Arts Center.
- D. Request for authorization to accept a grant of \$10,000 from the United Way of Greater Atlanta to support housing stability; and, authorize matching funds. The donation will fund housing relocation assistance for six residents in a blighted property. The grant requires a local share of \$10,000.

- E. The Procurement Department requests Council Approval to utilize a cooperative purchasing agreement for the acquisition of fleet vehicles to support the operational and replacement needs of the General Services Department Fleet Division. The vehicles may include automobiles, SUVs, vans, and light trucks with optional upfitting services. The City will piggyback on Sourcewell Master Agreement No. 081325-NAF with 72 Hours LLC dba National Auto Fleet Group (NAFG), an authorized supplier under the Sourcewell cooperative purchasing program.

This cooperative procurement method leverages competitively solicited pricing and terms, reduces procurement cycle time, and ensures compliance with public purchasing requirements without duplicating the solicitation process. Purchases will be made on an as needed basis through individual purchase orders consistent with the Sourcewell agreement. Total expenditures shall not exceed two million dollars (\$2,000,000.00) during the contract term, subject to approved departmental budgets. The underlying cooperative contract became effective November 12, 2025 and is valid through November 11, 2026, with renewal options available under the Sourcewell agreement.

- F. The Procurement Department requests Council Approval to utilize a cooperative purchasing agreement for the acquisition of fleet tires and related equipment and supplies to support the operational needs of the General Services Department Fleet Division. The City will piggyback on Sourcewell Master Agreement No. 051525-GTC with The Goodyear Tire & Rubber Company, an authorized supplier under the Sourcewell cooperative purchasing program.

This cooperative procurement method leverages competitively solicited pricing and terms, reduces procurement cycle time, and ensures compliance with public purchasing requirements without duplicating the solicitation process. Purchases will be made on an as-needed basis through individual purchase orders consistent with the Sourcewell agreement. Total expenditures shall not exceed one hundred fifty thousand dollars (\$150,000.00) during the contract term, subject to approved departmental budgets.

The underlying cooperative contract became effective September 30, 2025 and is currently valid through September 29, 2026, with additional renewal options available under the Sourcewell agreement.

VIII. Alcohol License, Rezoning, Variance and Modification Cases (For Motion and Vote)

Mayor Carmalitha Gumbs approved Section VIII, Items A through C, by unanimous consent with no objections.

- A. Request Council Approval of a Zoning Resolution - U26-001: 0 Cochran (Parcel IDs: Road 09C110000420377) TowerCo c/o Baker Donelson Law Firm requesting a Special Use Permit to allow a Telecommunication Support Structure in AG1 (Agricultural District/ Clifftondale Overlay District) zoning district . Council District 4.

Staff Recommendation: Approval Conditional
Planning Commission: Approval Conditional

- B. Request Council Approval of a Zoning Resolution - U26-002: 7600 & 0 Hall Road (Parcel IDs: 07 040001130369 & 07 040001130377) Atlanta Film Animals requesting a Special Use Permit to operate an outdoor animal kennel in AG 1 (Agricultural District/ Cedar Grove Overlay District) zoning district. Council District 4

Staff Recommendation: Approval Conditional
Planning Commission: Approval Conditional (5-1)

- C. Second Read and Request Council Approval: Z26-008 - An Ordinance To Rezone 191.20 +/- Acres Of Land, Located At 555 & 0 Spence Road; 0 Old Senoia Road; 0 Irwin Road; 0 Fayetteville Road (Parcel IDs: 09F070000320927, 09F100200471269, 09F070000320661, 09F100100460651, 09F100100460610, 09F10010060636 & 09F110300450881) From The AG-1 (Agricultural) Zoning District To The M-1 (Light Industrial) Zoning District To Develop A 1.54 Million Square Feet Of Warehouse Space For Light-Industrial Uses. (District 7)

IX. Public Comments (Comments regarding Zoning Cases will not be allowed)

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 forgoing.

IN PERSON:

**Rashard Snellings
Toni Griffin
Jill Lindsey
Mike Johnson**

ONLINE:

**Rashard Snellings
Adina Muhammad
Doris Clark
Ciamaruel Fears**

X. Council Comments

Mayor Carmalitha Gumbs approved Section XI: Item A.1-A.4 by unanimous consent with no objections.

XI. Agenda Items

Mayor Carmalitha Gumbs approved Agenda Items Section VIII, Items A.1 through A.4, by unanimous consent with no objections.

A. Administration

1. Request Council Approval Of A Resolution Proclaiming The Month Of March As Women's History Month In The City Of South Fulton (Mayor Gumbs and Full City Council)
2. Request Council Approval Of A Resolution To Amend The City's Holiday Schedule To Limit The Recognition Of Election Day And Run-Off Day(s) For City Of South Fulton Races Only (Sponsored by Councilmember Jaceey Sebastian)
3. Request Council Approval Of A Resolution Authorizing The City Of South Fulton, Georgia To Adjust Solid Waste Fees
4. Request Council Approval of an extension of the Professional Services Agreement with Dr. Cedric Alexander to serve as the Interim Director of Public Safety for the City of South Fulton effective upon adoption for six (6) months, with an option to renew for 90 days.

XII. Walk-On Items (if necessary)

- A. Add On: Request Council Approval Of A Resolution Regarding HB 1116 and SB 382 The Impact On Local Government Finances, Credit Ratings, And Tax Equity; And Urging Members Of The Georgia General Assembly To Amend Or Oppose The Legislation

Mayor Carmalitha Gumbs approved Section XII, Item A, by unanimous consent with no objections.

XIII. Executive Session, if necessary

NO EXECUTIVE SESSION.

XIV. Adjournment of Meeting

A motion was made to adjourn the Regular Meeting at 7:49 PM. The motion was approved unanimously, 6-0.

Motion (Adjourn): Councilmember Williams-Brown

Second: Councilmember Bell

(Motion Passed)

Yea: 6 Councilmember Rowell, Councilmember Johnson, Councilmember Sebastian, Councilmember Bell, Councilmember Williams-Brown, Councilmember Pritchett

Nay: 0 None

Abstain: 0 None

Not Voting: 2 Assistant City Attorney Sara Kelly, City Manager Sharon Subadan

CITY OF SOUTH FULTON, GEORGIA

City Council Work Session

City Hall

Tuesday, March 24, 2026, 4:00 PM



City Council Work Session Minutes

I. Meeting Called to Order - Mayor Carmalitha Gumbs

Mayor Carmalitha Gumbs called the meeting to order at 4:00 PM.

II. Roll Call - City Clerk Corey Adams

**Present: Mayor Carmalitha Gumbs
Councilmember Catherine F. Rowell - Virtual
Councilmember Aaron V. Johnson
Councilmember Jacey Sebastian
Councilmember Keosha B. Bell
Councilmember Linda B. Pritchett
Councilmember Natasha Williams-Brown**

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

III. City Manager Items - Sharon D. Subadan, City Manager

A. Introduction of New Employees

Presented by Mrs. Sharon Subadan, City Manager.

IV. Presentations

A. Impact Fees Update, Paige Hadley, Ross and Associates

Presented by Ms. Paige Hadley, Ross and Associates.

B. Solid Waste Update

Presented by Dr. Marc Cooper, Assistant City Manager, and Mr. Gordan Burkette, Solid Waste Coordinator, Public Works.

V. Executive Session, if necessary

PROCLAMATION PRESENTATION: Former Helen Willis

Chair Mayor Carmalitha Gumbs recessed for an Executive Session on litigation, personnel, cybersecurity, and real estate at 5:06 PM by unanimous consent.

Chair Mayor Carmalitha Gumbs reconvened the Work Session meeting at 6:08 PM by unanimous consent.

VI. Adjournment of Meeting

Chair Mayor Carmalitha Gumbs adjourned the Work Session meeting at 6:08 PM by unanimous consent.

CITY OF SOUTH FULTON, GEORGIA
Alcohol License and Zoning Public Hearings Meeting
City Hall
Tuesday, March 24, 2026, 6:00 PM



Alcohol License and Zoning Public Hearings Meeting Minutes

I. Meeting Called to Order - Mayor Carmalitha Gumbs

Mayor Carmalitha Gumbs called the meeting to order at 6:09 PM.

II. Roll Call - City Clerk Corey Adams

**Present: Mayor Carmalitha Gumbs
Councilmember Catherine F. Rowell - Virtual
Councilmember Aaron V. Johnson
Councilmember Jaceey Sebastian
Councilmember Keosha B. Bell
Councilmember Linda B. Pritchett
Councilmember Natasha Williams-Brown**

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

III. Alcohol Licenses, Rezoning, Variance and Modification Cases (For Presentation and Public Hearing Only)

- A.. (Public Hearing) Z26-008 - An Ordinance To Rezone 191.20 +/- Acres Of Land, Located At 555 & 0 Spence Road; 0 Old Senoia Road; 0 Irwin Road; 0 Fayetteville Road (Parcel IDs: 09F070000320927, 09F100200471269, 09F070000320661, 09F100100460651, 09F100100460610, 09F10010060636 & 09F110300450881) From The AG-1 (Agricultural) Zoning District To The M-1 (Light Industrial) Zoning District To Develop A 1.54 Million Square Feet Of Warehouse Space For Light-Industrial Uses (District 7)**

Public Hearing:

Favor: Henry Bailey, representative for the applicant.

Opposition: Deena Laughlin Muhammad

Glenda Collins

Michael Venable

Glenda Collins

**Lee Walton
Alvin Reynolds**

IV. Proclamation Presentations

PROCLAMATIONS PRESENTED.

- A. Proclamation Honoring Camp Creek Middle School Girls Basketball Team (Mayor Gumbs)

Chair Mayor Carmalitha Gumbs announced a 15-minute recess at 6:35 PM by unanimous consent.

Proclamation Presentation.

- B. Proclamation Honoring Former Councilmember Helen Z. Willis

Presented at the Work Session meeting.

V. Executive Session, if necessary

NO EXECUTIVE SESSION.

VI. Adjournment of Meeting

Chair Mayor Carmalitha Gumbs adjourned the Alcohol License and Zoning Public Hearing Meeting at 6:53 PM.



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Mayor/Council Proclamations for Spreading on the Minutes:

- Isadora Victoria Belle (Mayor Gumbs)
- Latiefe Mikell Elliott (Councilmember Pritchett)
- Delphine Knaff (Mayor and Full Council)
- Jacquelyn H. Barrett-Washington (Mayor and Full Council)
- Marsha Still (Mayor and Full Council)
- Paulette DeVaughn (Mayor and Full Council)
- Dr. Arnita D. Johnson (Mayor and Full Council)
- Jennifer C. Thompson (Mayor and Full Council)
- Eleanor Kinlaw-Ross (Mayor and Full Council)

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

,

William Whitaker, Director

Wendy Angelety, Management and Budget Manager

Sharon Subadan, City Manager

Sara Kelly, Assistant City Attorney

Corey Adams, City Clerk

Date:

Date:

Date:

Date:

Date:

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

Jubal Rogers

REQUESTING DEPARTMENT

Police

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council approval to accept a donated bullet and stab protective vest for SFPD K9 Tir from Vested Interest in K9s, Inc., valued at approximately \$1,800.00.

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)

The South Fulton Police Department has received a charitable donation from Vested Interest in K9s, Inc., a nonprofit organization dedicated to providing protective vests and assistance to law enforcement K9s nationwide. Through this donation, K9 Tir will receive a custom-fitted, U.S. made, National Institute of Justice certified bullet and stab protective vest. The vest was sponsored by Carly Wolnitzek of the Wolnitzek Family Foundation and will be embroidered with the sentiment, *"Gifted by the Wolnitzek Family Foundation."* Delivery is expected within approximately ten weeks.

Vested Interest in K9s, Inc. is a 501(c)(3) organization established in 2009 with the mission of equipping law enforcement and related agency K9s across the United States with potentially lifesaving body armor. Since its inception, the organization has provided more than 6,348 protective vests, valued at over \$6.9 million, to K9s in all 50 states through private and corporate donations. Each vest has an estimated value of \$1,800.00, weighs approximately 4 to 5 pounds, and includes a five-year warranty.

Acceptance of this donation will enhance the safety and protection of K9 Tir while supporting the South Fulton Police Department's ongoing commitment to officer and K9 safety. No match is required for acceptance of this donation.

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Shada Esprit, Lieutenant

Date: March 26, 2026

Cedric Alexander, Director of Public Safety

Date: March 27, 2026

Sara Kelly, Assistant City Attorney

Date:

Sharon Subadan, City Manager

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Public Affairs

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council Approval Of A Resolution Of The City Of South Fulton Recognizing Georgia Cities Week, April 20-25, 2026, And Encouraging All Residents To Support The Celebration And Corresponding Activities.

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Shaheen Solomon, Director of Public Affairs

Date:

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2026-XXX

A RESOLUTION OF THE CITY OF SOUTH FULTON RECOGNIZING GEORGIA CITIES WEEK, APRIL 20-25, 2026, AND ENCOURAGING ALL RESIDENTS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES

WHEREAS, the City of South Fulton, Georgia, officially incorporated on May 1, 2017, stands as one of the fastest-growing and most diverse cities in the state; and

WHEREAS, the City proudly embraces its official motto, “A City on the Rise,” symbolizing its forward momentum and unwavering commitment to growth and excellence; and

WHEREAS, local government is the level of government closest to citizens and has the most direct impact on their daily lives; and

WHEREAS, the City of South Fulton, through the dedicated service of its officials and employees, strives to meet the needs of its residents by streamlining operations, increasing transparency, and implementing standardized procedures as part of its 2025–2029 Strategic Plan; and

WHEREAS, the City is committed to expanding recreational opportunities, supporting public safety, fostering inclusivity, attracting new businesses, supporting local entrepreneurs, and investing in essential infrastructure such as road repairs, broadband access, and new facilities including a Police and Fire Headquarters and a Municipal Court; and

WHEREAS, Georgia Cities Week, sponsored by the Georgia Municipal Association, serves as an important time to recognize the valuable role played by city governments, and provides an opportunity to educate and engage the public—especially students—about municipal government and its impact; and

WHEREAS, the 2026 theme, “Love Your City,” encourages all residents to take pride in their community and participate in the activities that make South Fulton a thriving and welcoming place for all.

NOW, THEREFORE, BE IT RESOLVED that the City of South Fulton declares April 20-25, 2026 as GEORGIA CITIES WEEK and urges all citizens, city officials, and employees to celebrate and participate in activities that strengthen our community and highlight the important role of municipal government.

BE IT FURTHER RESOLVED, 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.

BE IT FURTHER RESOLVED, all resolutions or parts thereof that are in conflict with this Resolution are, to the extent of such conflict, hereby repealed.

BE IT FURTHER RESOLVED, that 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]



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

City Clerk

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council Approval of An Intergovernmental Agreement Between Fulton County, Georgia, And the City of South Fulton, Georgia For The Provision Of Election Services for the May 19, 2026, Municipal Special Election and the June 16, 2026, Runoff Election, If Necessary. (City Clerk)

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____ Sara Kelly, Assistant City Attorney	Date:
_____ Sharon Subadan, City Manager	Date:
_____ Corey Adams, City Clerk	Date:

**INTERGOVERNMENTAL AGREEMENT FOR THE
PROVISION OF ELECTION SERVICES BETWEEN
FULTON COUNTY, GEORGIA and
CITY OF SOUTH FULTON, GEORGIA**

THIS INTERGOVERNMENTAL AGREEMENT is entered into this ____ day of _____, 2026, between Fulton County, Georgia (“County”), a political subdivision of the State of Georgia, and the **City of South Fulton**, Georgia (“City”), a municipal corporation lying wholly or partially within the County (each a “Party” and collectively the “Parties”).

WHEREAS, the Parties to this Agreement are both governmental units; and

WHEREAS, the County and the City desire to maintain a mutually beneficial, efficient, and cooperative relationship that will promote the interests of the citizens of both jurisdictions; and

WHEREAS, the City desires to contract with the County to conduct the City’s 2026 special election on May 19, 2026, to include advance voting and a potential runoff election for the citizens of the City pursuant to the applicable laws of the State of Georgia; and

WHEREAS, the City and the County are authorized by Art. IX, Sec. III, Par. I of the Constitution of the State of Georgia to contract for any period not exceeding fifty (50) years for the provision of facilities or services which they are authorized by law to provide, including an agreement for the conduct of the City elections; and

WHEREAS, O.C.G.A. § 21-2-45(c) authorizes the governing authority of any municipality to contract with the county within which that municipality wholly or partially lies to conduct any or all elections; and

WHEREAS, pursuant to O.C.G.A. § 21-2-45(c), a municipality, via adoption of an ordinance, may authorize a county to conduct such election(s), and the City has adopted such an ordinance; and

WHEREAS, pursuant to O.C.G.A. § 21-2-45(c), a municipality may request that the county perform all duties as superintendent of elections as specified in Title 21 of Georgia Law.

NOW THEREFORE, in consideration of the following mutual obligations, the County and City agree as follows:

ARTICLE 1 - CONDUCT OF ELECTIONS

This Agreement will govern the conduct of all elections which the City requests the County to conduct, including any runoffs which may be necessary. It is the intent of the Parties that any elections which the County has agreed to perform based on the City’s request (“City Elections”) shall be conducted in compliance with all applicable federal, state, and local legal requirements.

ARTICLE 2 - TERM OF AGREEMENT

This Agreement shall commence on the date that it is executed by the Chairman or on behalf of the governing authority of Fulton County, Georgia and will terminate on December 31, 2026, unless otherwise terminated as set forth herein.

ARTICLE 3 - DUTIES AND RESPONSIBILITIES

Pursuant to this Agreement, and contingent upon the City's timely request and agreement by the County to conduct a City election, each Party shall provide the following enumerated services for the election to be held May 19, 2026, and any associated runoff election which may occur:

3.1 The County, through the Department of Registration and Elections ("Elections Department") or their designee(s), shall be responsible for:

- a)** Designating early and advance voting sites and hours;
- b)** Placing the City's candidate(s) on the electronic and printed ballots for City Elections after qualifying;
- c)** Placing the City's referendum question(s) on the ballot for a City Election after timely written notice from the City is received by the County (which such notice shall include all necessary details and information);
- d)** Hiring, training, supervising, and paying poll officers and absentee ballot clerks;
- e)** Preparing and submitting to the City Clerk, as required by O.C.G.A. § 21-2-224(e), a list of electors;
- f)** Performing duties of elections Superintendent and absentee ballot clerk for the May 19, 2026, City Election;
- g)** Performing logic and accuracy testing as required by Rule 183-1-12-.08 of Georgia's State Election Board Rules and Regulations;
- h)** Providing staff, equipment, and supplies for conducting the May 19, 2026, City special election at City polling places on City Election days and for conducting recounts as may be required;
- i)** Providing staff, equipment, and supplies for conducting any advance voting for the May 19, 2026, City special election at City polling places on City Election days and for conducting recounts as may be required;

- j) Providing staff, equipment, and supplies for conducting any advance voting or Election Day voting for any runoff election required by the May 19, 2026, election;
- k) Certifying City Election returns as required by O.C.G.A. § 21-2-493, and submitting certified City Election returns to the Georgia Secretary of State and City Clerk; and
- l) Upon a change in City precincts or voter districts, notifying City residents of any change in voting districts or municipal precincts.

3.2 The City shall be responsible for:

- a) Recommending, with the understanding that the County shall make the final determination of early voting sites and hours of operation to the County in conformance with current election laws and regulations;
- b) Adopting Election ordinances pursuant to O.C.G.A. § 21-2-45(c);
- c) Preparing qualifying materials for potential candidates and performing qualifying of candidates, including any write-in candidates, for City Elections as required by state law, specifically O.C.G.A. § 21-2-130 *et seq.*;
- d) Fixing and publishing the qualifying fee as required by O.C.G.A. § 21-2-131;
- e) Collecting and retaining the qualifying fee as required by O.C.G.A. § 21-2-131, as it may be amended;
- f) Performing filing officer duties as required by the Georgia Government Transparency and Campaign Finance Commission for all state reports filed by the candidates or committees in conjunction with City Elections to ensure compliance with Title 21, Chapter 5 of the Official Code of Georgia;
- g) Verifying the City's voter list and street maintenance files by October 4, 2026.
- h) Providing the County with an electronic copy of referendums that must be placed on a ballot;
- i) Reviewing ballot proofs and notifying County of corrections or approval within twenty-four (24) hours of receiving proofs for candidate listings; and
- j) Otherwise, cooperating with the County in the performance of this Agreement and providing the County such documentation and information as it may reasonably request to facilitate the performance of its duties under this Agreement.

ARTICLE 4 - COMPENSATION AND CONSIDERATION

4.1 In consideration for the County's election services, the City shall pay the estimated cost that the County will incur while conducting the City's requested election services.

4.2 The estimated cost of conducting the City's election is presently \$1.00, and the County does not anticipate any additional cost to provide the City's requested election services for the Special Election on May 19, 2026, or a runoff election, if required. However, this amount is subject to recalculation if the County incurs costs specific to the conduct of the requested election or a requisite runoff election.

4.3 Notwithstanding anything else in this Agreement to the contrary, in compliance with O.C.G.A. § 21-2-45(c), the City understands and agrees that it shall be responsible for paying all costs incurred by the County in performing election services which the City has requested from the County.

ARTICLE 5 - SECURITY

5.1 The City shall be solely responsible for providing security at City polling places during the election periods in this Agreement. Additionally, the City shall ensure that the security personnel provided strictly comply with the Law Enforcements Guidelines attached hereto as Exhibit B. The City shall be responsible for any liability resulting from any claims or litigation arising from or pertaining to the acts or omissions of the security personnel provided by the City.

5.2 The County shall not be responsible for providing security at the polling places during the election periods in this Agreement. Furthermore, the County shall not be responsible for any liability resulting from any claims or litigation arising from or pertaining to the acts or omissions of the security personnel not provided by the County, or the security personnel provided by the City. The City agrees to reimburse the County for all costs, including, but not limited to, court costs and attorney fees for the County Attorney or outside counsel, incurred by the County as a result of any such claim or litigation. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County.

ARTICLE 6 - LEGAL RESPONSIBILITIES

6.1 The City shall be solely responsible for any liability resulting from any claims or litigation arising from or pertaining to any City Election, except claims or litigation regarding the acts of agents or employees of the County, the County Board of Registration and Elections, and the County Election Superintendent in connection with any City Election held pursuant to this Agreement. The City agrees to reimburse the County for all costs, including, but not limited to, court costs and attorney fees for the County Attorney or outside counsel, incurred by the County as a result of any such claim or litigation. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County.

6.2 In the event that a City Election is contested, the City shall be solely responsible for any liability resulting from any claims or litigation arising from or pertaining to any contested City Election, except claims or litigation regarding the acts of agents or employees of the County, the County Board of Registrations and Elections, and the County Election Superintendent in connection with any City Election held pursuant to this Agreement. The City agrees to reimburse the County for all costs incurred in responding to the election challenge, including, but not limited to, attorney fees for the County Attorney or outside counsel and all expenses associated with the election challenge and any appeals thereafter. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County. If a second election is required, such election will constitute a City Election under this Agreement and shall be conducted in accordance with the terms of this Agreement.

6.3 It is the intent of the Parties for them, along with their officials, officers, employees and agents to be covered under the auspices of any applicable immunity granted by law, including sovereign immunity, and official or qualified immunities.

6.4 Should it be necessary to comply with legal requirements that any of the County's personnel shall be sworn in as a temporary officer or employee of the City, such formality shall be observed without limitation.

ARTICLE 7 - EMPLOYMENT STATUS

7.1 All County personnel assigned under this Agreement are and will continue to be employees of the County for all purposes, including, but not limited to: duties and responsibilities, employee benefits, grievance, payroll, pension, promotion, annual or sick leave, standards of performance, training, workers compensation, and disciplinary functions.

7.2 All County personnel assigned under this Agreement are and will continue to be part of the Elections Department and under the supervision of the Fulton County Director of the Elections Department.

7.3 All City personnel assigned under this Agreement are and will continue to be employees of the City.

ARTICLE 8 – VOTE REVIEW PANEL

O.C.G.A. § 21-2-483 requires the creation of a vote review panel to manually review ballots rejected by the central tabulator. This statute further requires that in partisan elections, the Chief Judge of the Superior Court of Fulton County, Georgia ("Chief Judge") shall appoint two electors of the City, to serve on a vote review panel. To assist with this requirement, the City agrees to provide the County with a list of no less than five responsible and morally upstanding electors of the City, from which the Chief Judge may choose. This list shall be provided no later than April 24, 2026.

ARTICLE 9 - RECORDKEEPING AND REPORTING

9.1 The Elections Department is the central repository for all Elections Department records and makes available public records as defined and required by the Georgia Open Records Act, O.C.G.A. § 50-18-70, *et seq.*, O.C.G.A. § 21-2-51 and O.C.G.A. § 21-2-72, now and as they may be amended hereafter. During the term of this Agreement, the County will continue to comply with the applicable provisions of the Georgia Open Records Act and the Georgia Election Code.

9.2 Except as limited by any provision of state or federal law, the City may request, review, and access data and County records at a mutually agreed upon time to ensure compliance with this Agreement.

ARTICLE 10 - E-VERIFY AND TITLE VI

Each Party agrees that it will comply with all E-Verify and Title VI requirements and execute any documents reasonably required related to such compliance. Further, each Party agrees that any independent contractor agreements executed in furtherance of this Agreement shall contain all required E-Verify and Title VI requirements under applicable law.

ARTICLE 11 - AUTHORIZATION

Each of the individuals executing this Agreement on behalf of his or her respective Party agrees and represents to the other Party that he or she is authorized to do so and further agrees and represents that this Agreement has been duly passed upon by the required governmental agency or council in accordance with all applicable laws and spread upon the minutes thereof. The Parties hereto agree that this Agreement is an intergovernmental contract and is entered into pursuant to Article IX, Section III, Paragraph I of the Constitution of the State of Georgia.

ARTICLE 12 - TERMINATION AND REMEDIES

Either Party may unilaterally terminate this Agreement, in whole or in part, for any reason whatsoever or no reason at all, by notice in writing to the other Party delivered at least thirty (30) days prior to the effective date of the termination. Upon termination, the City shall be responsible for all costs the County has incurred, for preparation and/or performance of the City Election, up to receipt of notice to terminate this Agreement. Without terminating this Agreement, the County may suspend, delay, or interrupt all or any part of its responsibilities under this Agreement for the period of time that the County determines appropriate for its convenience.

ARTICLE 13 - NOTICES

All required notices shall be given by certified first class U.S. Mail, return receipt requested, or statutory overnight delivery. The Parties further agree to provide to each other non-binding duplicate electronic mail notice. Future changes in address shall be effective upon written notice being given by the City to the County Elections Superintendent or by the County to the City Clerk. Notices shall be addressed to the Parties at the following addresses:

If to the County: Fulton County Board of Registration and Elections
Attn: Director
5600 Campbellton Fairburn Road
Union City, GA 30213

With a copy to: Fulton County Office of the County Attorney
Attn: County Attorney
141 Pryor Street SW, Suite 4038
Atlanta, Georgia 30303

If to the City: City Clerk
5440 Fulton Industrial Blvd SW
South Fulton, GA 30336

With a copy to: City Attorney
5440 Fulton Industrial Blvd SW
South Fulton, GA 30336

ARTICLE 14 - NON-ASSIGNABILITY

Neither Party shall assign any of the obligations or benefits of this Agreement.

ARTICLE 15 - ENTIRE AGREEMENT

This Agreement constitutes the entire understanding and agreement between the Parties concerning the subject matter of this Agreement and supersedes all prior oral or written agreements or understandings. No representation oral or written not incorporated in this Agreement shall be binding upon the City or the County. All Parties must sign any subsequent changes in the Agreement.

ARTICLE 16 - SEVERABILITY, VENUE AND ENFORCEABILITY

If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid or otherwise unenforceable, that provision or portion of the provision will be severed, and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement. No action taken pursuant to this Agreement should be deemed to constitute a waiver of compliance with any representation, warranty, covenant or agreement contained in this Agreement and will not operate or be construed as a waiver of any subsequent breach, whether of a similar or dissimilar nature. This Agreement is governed by the laws of the state of Georgia without regard to conflicts of law principles thereof. Should any Party institute suit concerning this Agreement, venue shall be in the Superior Court of Fulton County, Georgia. Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting the same shall not apply a presumption that the terms hereof shall be more strictly construed against one Party by reason of the rule of construction that a document is to be construed more strictly against the Party who itself or through its agent prepared the same, it being agreed that the agents of all Parties have participated in the preparation hereof.

ARTICLE 17 - BINDING EFFECT

This Agreement is intended for the benefit of the Parties hereto and is not for the benefit of, nor may any provision hereof be enforced by, any other person.

ARTICLE 18 - COUNTERPARTS

This Agreement may be executed in several counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument. Electronic signatures shall have the same weight and effect of wet signatures.

[Signatures on Following Page]

IN WITNESS WHEREOF, the City and County have executed this Agreement through their duly authorized officers on the day and year first above written.

FULTON COUNTY, GEORGIA

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

DATE:

Attest: _____
Tonya R. Grier, Clerk to Commission

APPROVED AS TO FORM:

Y. Soo Jo, County Attorney

APPROVED AS TO SUBSTANCE:

Nadine Williams, Director
Fulton County Department of Registration
and Elections

[Signatures Continued on Following Page]

CITY OF SOUTH FULTON, GEORGIA

_____**(SEAL)**

Mayor

APPROVED AS TO FORM:

APPROVED AS TO SUBSTANCE:

City Attorney

City Clerk

2026 03 18 City of South Fulton IGA for special election on May 19, 2026



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Grants

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request for the City Council to authorize acceptance of a grant award from the Atlanta Fulton County Recreation Authority in the amount of \$10,000 to fund the Parks and Recreation Senior Body Sculpting Program; and authorize the execution of all necessary agreements and documentation to implement the funded project. The grant does not require matching funds.

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Aneisha Nicholas, Director

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Grants

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request for the City Council's ratification to accept a FY 26 Governor's Office of Highway Safety (GOHS) grant award, administered by the Georgia Association of Chiefs of Police, in the amount of \$22,000 to fund technology equipment for the Police Department; and ratify execution of all necessary agreements and documentation to implement the funded project. The grant does not require matching funds.

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Aneisha Nicholas, Director

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

City Clerk

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council Approval of the following donations:

- Donation of \$500.00 by Randomize Now, Inc. for the Women's History Month R.E.S.T. Event
- Donation of \$1,000.00 by Douglas Selby for the Women's History Month R.E.S.T. Event
- Donation of \$2,500.00 by Piper Sandler for the Women's History Month R.E.S.T. Event

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Sara Kelly, Assistant City Attorney

Sharon Subadan, City Manager

Date:

Date:

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Public Affairs

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council Approval of the following event:

D4 Men's Health Month Event, June 6, 2026, at Fire Station #6 (Co-sponsored with State Representative Lydia Glaize) To replace the previously approved senior event on the same date.

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Shaheen Solomon, Director of Public Affairs

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

City Manager

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

The Administration is requesting Council to approve the FY26 Proposed Audit Plan. The proposed plan identifies priority audit and monitoring activities designed to strengthen internal controls, enhance operational efficiency, ensure fiscal accountability, and address identified risk areas across City operations. Adoption of the plan authorizes the Internal Auditor to proceed with the outlined audit activities during Fiscal Year 2026 and to address additional audit concerns as directed by the City Council.

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Marc-Antonie Cooper, Assistant City Manager

Date:

Carmen Davis, Assistant City Manager

Date:

Sharon Subadan, City Manager

Date:

City of South Fulton, Georgia
2026 Internal Audit Plan
Audit areas identified / planned

Audit sections		Benefit to City	Planned Start Date
1	Accounts payable - Prenote	This performance audit will look into the possibility of incorporating this process in the city's vendor payment process to increase effectiveness and efficiency.	April
2	Accounts payable - Timeliness of Payments	This audit will assess timeliness of vendors payments and barriers, if any, to making prompt payments to vendors.	April
3	Payroll Audit	This performance audit will ensure adequate controls are in place surrounding the payroll process.	May
4	Procurement ordinance	This performance audit will seek to identify all existing procurement related ordinances, identify any conflicting languages and make legislative recommendation to consolidate all the existing procurement ordinances. This will increase efficiency for the city.	August
5	Small purchases and Professional Service Agreements (PSA's)	This performance audit will research and provide recommendations on how the city can streamline the purchase of small dollar items and PSA's.	August
6	TSPLOST	An internal limited performance audit could ensure there are sufficient policies and procedures in-place to surrounding all TSPLOST expenditures.	September
7	Purchase card transactions for elected officials	We plan to continue the monthly review of all purchase card transactions for all elected officials and conduct training for new elected officials.	Continuing



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Grants

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request for the City Council's acceptance of the three grant awards totaling \$198,435 from the FY25 State Homeland Security Program (SHSP), administered by the Georgia Emergency Management and Homeland Security Agency and funded by the Federal Emergency Management Agency (FEMA), to strengthen the City's cybersecurity and public safety preparedness and resilience; and authorize execution of all necessary agreements and documentation to implement the funded projects. The grants do not require matching funds, and the award allocation is outlined below.

Fire Rescue Department – \$68,196 to purchase search and rescue equipment that will enhance emergency response; Police Department – \$60,239 to support the acquisition of specialized equipment that will strengthen SWAT operations; and Information Technology Department – \$70,000 to fund advanced cybersecurity training.

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Aneisha Nicholas, Director

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

City Clerk

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council Approval Of The Following Board Appointments:

Councilmember Sebastian reappoints Mr. Ron Coleman to the Code Enforcement Board
Councilmember Rowell appoints Ms. Esma Fox to the Public Arts Commission
Councilmember Johnson appoints Ms. Andrea Ward to the Code Enforcement Board
Councilmember Johnson appoints Mrs. Jackie Barrett Washington to the Planning Commission
Councilmember Johnson reappoints Mrs. Peni Webster Lewis to the Veterans Advisory Committee

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Corey Adams, City Clerk

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Administration

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Corey Adams, City Clerk	



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Finance

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council Approval Of A Resolution To Amend The Fiscal Year 2026 Operating And Capital Budget Of The City Of South Fulton, Georgia, By Reallocating Appropriations Between Various Departments And Funds To Align Budgeted Amounts With Actual Revenues And Expenditures, Ensure Compliance With The City's Budgetary Control Policy, And Prohibit Expenditures From Exceeding Available Funding

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Sara Kelly, Assistant City Attorney

Date:

Sharon Subadan, City Manager

Date:

Date:

Purpose

The purpose of this agenda item is to review and approve proposed amendments to the FY2026 budget, totaling \$2,275,424, which will increase the City's total budget from \$425,642,409 to \$427,917,833. These amendments address increases in revenue for community outreach programs, operational needs, and new and adjusted grant awards across multiple departments.

Background

The proposed budget amendments reflect strategic funding adjustments to maintain and improve the City's programmatic priorities. These amendments account for capital investments in infrastructure, public safety equipment, community services, and sanitation operations. Specifically, these adjustments ensure funding is available to address increasing costs, project scope changes, and departmental needs.

Summary of Amendments:

Special Revenue Fund 295 Total - \$215,125

Purpose: The South Fulton Development Authority (SFDA) has previously been funded through an operational transfer from General Funds to Special Revenue Funds. The Authority currently has sufficient resources to fund the administrative functions of its office without the use of General Funds. This amendment will authorize the use of SFDA revenues to be used for the expenses incurred by City administrative staff that supports the Authority.

GRANTS

Grant Fund 250 Total – \$1,519,672

Purpose: To reflect new grant awards and adjustments to existing allocations.

New Awards:

- Safe Streets and Roads All Grant - \$480,000
- BOOST Grant - \$58,000
- Play it Forward Grant - \$10,000
- Recycling Waste Diversion Grant - \$80,661
- Trash Traps Grant - \$195,500
- Technology Grant - \$22,000
- FY25 Homeland Security Grant – IT- \$70,000

- FIFA Grant - \$59,202
- HEAT Grant- \$111,720
- Homeland Security Grant – Police - \$60,239
- Safe Streets Initiative - \$405,000

Total adjustment - \$1,552,322

Current Award additional allocation:

- Safety Grant Award - \$10,000
- FY25 Homeland Security - \$49,000

Adjustment -\$59,000

Current award reductions

- EPA Brownfield Grant – (\$1,880)
- Public Safety Grant – (\$89,770)

Adjustment – (\$91,650)

Capital Funds

Capital Fund 340 Total - \$511,027

Fund 340 – Reduction in funds

- LMIG - (\$412,085)
- TIP – (\$283,166)

Adjustment – (\$695,251)

Fund 340 – Additional funds added

- LRA - \$1,206,278

Adjustment - \$1,206,278

General Fund 100 Total - \$29,600

Purpose – Donations received for special events for District 4 events, the annual Juneteenth Celebration, South Fulton Police Department PAL grant, D3 Health Fair, and the Mayor’s Heartbeat Valentines event.

- Council District 4 special events- \$7,000
- Cultural Affairs Department Juneteenth - \$20,000

- Police Department SFPD PAL (Police Athletic League) - \$1,500
- Mayor's Office Heartbeat Valentines - \$1,000
- Council District 3 Health Fair - \$100

Donation adjustment - \$29,600

Purpose – Reallocate funding from contractual services in the Office of the City Manager to the Office's of the Mayor and City Council for community outreach activities. This has no impact on the General Fund total.

- City Manager budget – **(\$97,200)**
- Office of the Mayor - **\$19,500**
- Council District 1 - **\$11,100**
- Council District 2 - **\$11,100**
- Council District 3 - **\$11,100**
- Council District 4 - **\$11,100**
- Council District 5 - **\$11,100**
- Council District 6 - **\$11,100**
- Council District 7 - **\$11,100**

Budget Impact

The City's overall budget increased from \$425,642,409 to \$427,917,833 representing a total amendment of \$2,275,424.

A RESOLUTION TO AMEND THE FISCAL YEAR 2026 OPERATING AND CAPITAL BUDGET OF THE CITY OF SOUTH FULTON, GEORGIA, BY REALLOCATING APPROPRIATIONS BETWEEN VARIOUS DEPARTMENTS AND FUNDS TO ALIGN BUDGETED AMOUNTS WITH ACTUAL REVENUES AND EXPENDITURES, ENSURE COMPLIANCE WITH THE CITY'S BUDGETARY CONTROL POLICY, AND PROHIBIT EXPENDITURES FROM EXCEEDING AVAILABLE FUNDING; 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, O.C.G.A 36-81-1 requires a balanced budget for the City's fiscal year which runs from October 1st to September 30th of each year; and

WHEREAS, O.C.G.A 36-81-3 authorizes a local government to amend its budget so as to adapt to changing government needs during the budget period; and

WHEREAS, Section 6.27 of the City Charter provides that the City Council by majority vote may make changes in the appropriations contained in the current budget at any regular meeting, or special, or emergency meeting called for such purposes; and

WHEREAS, Sec.1-8003 of the City Code of Ordinances allows certain transfers of appropriations within a department; and

WHEREAS, the City Council has reviewed the amended budget as presented by the City Manager; and

WHEREAS, each of these funds is a balanced budget, so that anticipated revenues and other financial resources for each fund equal the proposed expenditures;

WHEREAS, the City Council wishes by this resolution to further amend the Fiscal Year 2026 annual budget of \$425,642,409, effective from October 1, 2025, to September 30, 2026, by increasing it to \$427,917,833 and by reallocating appropriations between certain departments; and

WHEREAS, the City of South Fulton seeks to amend the Fiscal Year 2026 budget to align appropriations with actual revenues and expenditures while ensuring compliance with the City's budgetary control policies; and

WHEREAS, the City Council recognizes the need to reallocate funds across various departments and funds to address operational needs, contractual obligations, and capital improvements; and

WHEREAS, the City remains committed to maintaining a balanced budget and ensuring that expenditures do not exceed available funding.

NOW THEREFORE, THE COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS to modify the 2026 Amended Budget, as follows below, and is detailed by department in Exhibit A, which is incorporated in this Resolution:

Section 1. That the 2026 Amended Budget is further amended as follows:

**City of South Fulton
REVISED Proposed Budget for Fiscal Year 2026
October 1, 2025 to September 30, 2026**

REVENUES

Fund (100) General Fund	FY 2026 REVISED Proposed Budget \$ 193,648,968	Adjustments 29,600	FY2026 Revised Amended Budget \$ 193,678,568
Special Revenue Funds			
(206) Blighted Property Abatement Fund	1,000,000	-	1,000,000
(207) Tree Fund Nonrefundable Escrow Fund	1,708,385	-	1,708,385
(210) Confiscated Asset fund	175,000	-	175,000
(211) Trayvon Wilkens Memorial Pedestrian Fund	1,600,000	-	1,600,000
(212) School Zone Traffic Camera Fund	3,258,164	-	3,258,164
(215) E911 Fund	2,000,000	-	2,000,000
(230) American Rescue Plan Act (ARPA) Fund	1,724,199	-	1,724,199
(250) Multiple Grant Fund	6,014,613	1,519,672	7,534,285
(271) Tax Allocation District (TAD-1) Eastside Fund	1,631,800	-	1,631,800
(272) Tax Allocation District (TAD-2) Westside Fund	992,100	-	992,100
(275) Hotel Motel Tax Fund	724,700	-	724,700
(276) Public Arts Commission	201,741	-	201,741
(970) Downtown Development Authority (DDA) Fund	150,000	-	150,000
Total Special Revenue Funds	21,180,702	1,519,672	22,700,374
Capital Projects Funds			
(335) TSPLOST-1 Fund	16,921,500	-	16,921,500
(336) TSPLOST-2 Fund	22,646,300	-	22,646,300
(340) Local Maintenance Improvement Grant (LMIG) Fund	18,326,301	511,027	18,837,328
(355) Capital Improvement Plan	34,943,945	-	34,943,945
(360) Bond Fund - URA Capital Projects	1,117,625	-	1,117,625
(361) Public Safety Capital Projects Fund	96,285,000	-	96,285,000
Total Capital Projects Funds	190,240,671	511,027	190,751,698
Trust and Custodial Funds			
(707) Tree Fund Refundable Escrow	6,530,726	-	6,530,726
Total Trust and Custodial Funds	6,530,726	-	6,530,726
Enterprise Funds			
(540) Solid Waste Enterprise Fund	9,502,440	-	9,502,440
(555) Wolf Creek Amphitheatre Enterprise Fund	938,902	-	938,902
Total Enterprise Funds	10,441,342	-	10,441,342
Component Units			
(295) South Fulton Development Authority (SFDA) Fund	-	215,125	215,125
(420) Debt Service	3,600,000	-	3,600,000
Total Component Units	3,600,000	215,125	3,815,125
Total All Funds	\$ 425,642,409	\$ 2,275,424	\$ 427,917,833

EXPENSES

Fund	FY 2026 REVISED	Adjustments	FY2026 Revised Amended Budget
(100) General Fund	\$ 193,648,968	29,600	\$ 193,678,568
Special Revenue Funds			
(206) Blighted Property Abatement Fund	1,000,000	-	1,000,000
(207) Tree Fund Nonrefundable Escrow Fund	1,708,385	-	1,708,385
(210) Confiscated Asset fund	175,000	-	175,000
(211) Trayvon Wilkens Memorial Pedestrian Fund	1,600,000	-	1,600,000
(212) School Zone Traffic Camera Fund	3,258,164	-	3,258,164
(215) E911 Fund	2,000,000	-	2,000,000
(220) CARES Act Fund	-	-	-
(230) American Rescue Plan Act (ARPA) Fund	1,724,199	-	1,724,199
(250) Multiple Grant Fund	6,014,613	1,519,672	7,534,285
(271) Tax Allocation District (TAD-1) Eastside Fund	1,631,800	-	1,631,800
(272) Tax Allocation District (TAD-2) Westside Fund	992,100	-	992,100
(275) Hotel Motel Tax Fund	724,700	-	724,700
(276) Public Arts Commission	201,741	-	201,741
(970) Downtown Development Authority (DDA) Fund	150,000	-	150,000
Total Special Revenue Funds	21,180,702	1,519,672	22,700,374
Capital Projects Funds			
(335) TSPLOST-1 Fund	16,921,500	-	16,921,500
(336) TSPLOST-2 Fund	22,646,300	-	22,646,300
(340) Local Maintenance Improvement Grant (LMIG) Fund	18,326,301	511,027	18,837,328
(355) Capital Improvement Plan	34,943,945	-	34,943,945
(360) Bond Fund - URA Capital Projects	1,117,625	-	1,117,625
(361) Public Safety Capital Projects Fund	96,285,000	-	96,285,000
Total Capital Projects Funds	190,240,671	511,027	190,751,698
Trust and Custodial Funds			
(707) Tree Fund Refundable Escrow	6,530,726	-	6,530,726
Total Trust and Custodial Funds	6,530,726	-	6,530,726
Enterprise Funds			
(540) Solid Waste Enterprise Fund	9,502,440		9,502,440
(555) Wolf Creek Amphitheatre Enterprise Fund	938,902		938,902
(560) Stormwater Utility Enterprise Fund	-		
Total Enterprise Funds	10,441,342	-	10,441,342
Component Units			
(295) South Fulton Development Authority (SFDA) Fund	-	215,125	215,125
(420) Debt Service	3,600,000		3,600,000
Total Component Units	3,600,000	215,125	3,815,125
Total All Funds	\$ 425,642,409	\$ 2,275,424	\$ 427,917,833

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

Section 7. 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.

[signatures and voting tabulations appear on the following page]



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

City Manager

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Request Council Approval Of A Resolution Amending The City Of South Fulton Elected Official Vehicle Usage Policy

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

Sara Kelly, Assistant City Attorney

Date:

Sharon Subadan, City Manager

Date:

Corey Adams, City Clerk

Date:

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2026-XXX

**A RESOLUTION TO AMEND RES2020-011, AMENDING THE CITY OF SOUTH FULTON
ELECTED OFFICIAL VEHICLE USAGE POLICY; 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, the City, desires through this Resolution to amend RES2020-011 to establish and facilitate the efficient and effective use executive protection detail; and

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

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

SECTION 1.

RES2020-011, City of South Fulton, Georgia is hereby amended by adding the following section R and Appendix D attached, adjusting the numeration of the sections.

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]

R. Executive Protection Detail for the Mayor.

1. **Authorization.** The City of South Fulton may assign a Police Department Executive Protection Detail ("Detail") to the Mayor to provide for the safety and security of the Mayor while conducting official city business. The Detail shall operate under the authority of the Chief of Police or their designee, and in coordination with the City Manager.
2. **Scope of Protection.** The Executive Protection Detail shall be available exclusively to the Mayor during the performance of official city duties, including, but not limited to, attendance at city-sanctioned events, intergovernmental meetings, public engagements, and travel undertaken on behalf of the City. The Detail is not authorized for personal use, private business, or any activity unrelated to the official duties of the Mayor.
3. **Vehicle Use.** Members of the Executive Protection Detail assigned to escort the Mayor shall operate City-owned Police Department vehicles. Such vehicles shall be subject to all applicable provisions of this Policy, as well as all rules and regulations governing the use of Police Department fleet vehicles as established by the Chief of Police.
4. **Activation and Deployment.** The Chief of Police or their designee, in coordination with the City Manager, shall establish protocols for the activation, scheduling, and deployment of the Executive Protection Detail. The Chief of Police or their designee shall designate officers assigned to the Detail and may adjust staffing levels based on threat assessments, event requirements, and departmental resources.
5. **Off-Hours and Travel Outside City Limits.** When the Mayor is required to travel outside the Atlanta Metropolitan Area as defined in Section L of this Policy, activation of the Executive Protection Detail for such travel shall require prior written approval of the City Manager. Any associated costs for travel, lodging, or per diem for Detail officers shall be subject to the City's standard travel reimbursement policy.
6. **Confidentiality of Detail Operations.** All officers assigned to the Executive Protection Detail shall maintain strict confidentiality regarding any information obtained during the course of their duties. This includes, but is not limited to, conversations and communications involving the Mayor or other protected persons, travel schedules and security arrangements, and any City business matters to which the officer may become privy to during their assignment. These obligations apply during the officer's Detail assignment and shall continue following reassignment, separation, or retirement from the Department.
7. **Non-Disclosure Agreement Required.** Prior to beginning any Detail assignment, each officer shall execute a Non-Disclosure Agreement acknowledging their confidentiality obligations. Officers found in violation of these obligations shall be subject to disciplinary action up to and including termination, in accordance with City personnel policies and applicable Georgia law. Nothing herein shall be construed to prevent an officer from reporting unlawful conduct or ethics violations through proper legal channels as protected under Georgia's Whistleblower Protection Act or applicable federal law.
8. **Acknowledgement.** The Mayor shall acknowledge in writing the protocols, limitations, and responsibilities associated with the Executive Protection Detail. Such acknowledgement shall be maintained on file with the City Clerk and updated annually or upon any material change in policy.
9. **Revocation.** City Council, in consultation with the City Manager and Chief of Police, may suspend or revoke the Executive Protection Detail if it is determined that the Detail is being utilized for purposes inconsistent with this Policy or in a manner that constitutes an abuse of City resources.

Appendix D: EXECUTIVE PROTECTION DETAIL — OFFICER NON-DISCLOSURE AGREEMENT

City of South Fulton Police Department

This Non-Disclosure Agreement ("Agreement") is entered into by and between the **City of South Fulton, Georgia** ("City") and the undersigned officer ("Officer"), in connection with the Officer's assignment to the Executive Protection Detail of the City of South Fulton Police Department.

1. Assignment and Purpose. The Officer has been selected to serve on the Executive Protection Detail ("Detail"), providing security services to the Mayor of the City of South Fulton and such other persons as may be designated ("Protected Persons"). In the course of this assignment, the Officer may have access to sensitive, privileged, and confidential information. This Agreement is intended to protect that information and preserve the integrity and security of the Detail and the Office of the Mayor.

2. Definition of Confidential Information. Confidential Information includes any and all information the Officer becomes aware of during the course of Detail duties, including but not limited to: conversations, deliberations, and communications involving the Mayor or other Protected Persons; travel schedules, routes, and security arrangements; City business matters, legal proceedings, and personnel matters; and all internal Detail protocols and operational procedures.

3. Non-Disclosure Obligation. The Officer agrees that he/she/they shall not, at any time during or following the assignment to the Detail, directly or indirectly disclose, publish, share, or communicate any Confidential Information to any unauthorized person or entity, including but not limited to members of the public, media, or other City employees not assigned to the Detail.

4. Social Media and Public Communications. The Officer expressly agrees to refrain from posting, sharing, or discussing any Confidential Information on any social media platform, blog, podcast, or other public forum, and shall not identify themselves publicly as a member of the Executive Protection Detail without prior written authorization from the Chief of Police.

5. Duration. This Agreement shall remain in full force and effect during the Officer's Detail assignment and shall survive indefinitely upon reassignment, separation, retirement, or any other conclusion of employment with the City of South Fulton.

6. Acknowledgement of Consequences. The Officer understands that violation of this Agreement may result in disciplinary action up to and including termination, civil liability, and/or criminal prosecution where applicable under Georgia or federal law.

7. Whistleblower Rights Reserved. Nothing in this Agreement shall prevent the Officer from reporting unlawful conduct or ethics violations through appropriate legal channels as protected under Georgia's Whistleblower Protection Act or applicable federal law.

8. Voluntary Execution. The Officer acknowledges that this Agreement has been read and understood, that the Officer has had the opportunity to seek legal counsel, and that this Agreement is executed voluntarily as a condition of Detail assignment.

OFFICER ACKNOWLEDGEMENT

Print Name as it Appears on Official Personnel Record

Badge Number / Employee ID

Rank / Title

Date of Assignment to Executive Protection Detail

Officer Signature

Date

ACKNOWLEDGED AND ACCEPTED ON BEHALF OF THE CITY OF SOUTH FULTON:

Chief of Police — City of South Fulton Police Department

Date

City Manager — City of South Fulton

Date

This Agreement shall be retained in the Officer's personnel file and a copy shall be forwarded to the City Clerk and City Attorney upon execution.



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

Procurement and Contracts

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
,	
_____	Date:
William Whitaker, Director	
_____	Date:
Wendy Angelety, Management and Budget Manager	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Sara Kelly, Assistant City Attorney	

Corey Adams, City Clerk

Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Purchasing

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

The Procurement Department requests Council approval to utilize a cooperative purchasing agreement for vehicle upfitting and installation of equipment on government furnished vehicles to support operational needs of the General Services Department Fleet Division. The City will piggyback on the State of Georgia Department of Public Safety GSA Schedule Contract GS-07F0152T under the 1122 Procurement Program with Dana Safety Supply, an authorized supplier under the federal and state cooperative purchasing program.

This cooperative procurement method leverages competitively solicited pricing and terms, reduces procurement cycle time, and ensures compliance with public purchasing requirements without duplicating the solicitation process. Services may include installation of emergency lighting, radios, consoles, partitions, camera systems, radar systems, mobile data terminals, push bumpers, K-9 equipment, and other related vehicle equipment. Purchases and installations will be made on an as-needed basis through individual purchase orders consistent with the cooperative agreement. Total expenditures shall not exceed two million dollars (\$2,000,000.00) during the contract term, subject to approved departmental budgets.

The underlying cooperative contract became effective August 1, 2007 and is currently valid through July 31, 2027.

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____ William Whitaker, Director	Date:
_____ William Whitaker, Director	Date:
_____ Wendy Angelety, Management and Budget Manager	Date:
_____ Sharon Subadan, City Manager	Date:
_____ Sara Kelly, Assistant City Attorney	Date:
_____ Corey Adams, City Clerk	Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Purchasing

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

The Procurement Department requests Council approval to utilize a cooperative purchasing agreement for the purchase and delivery of petroleum products to support the General Services Fleet Division. The City will piggyback of State of Georgia Contract No. 99999-001-SPD0000222-0005 with Colonial Oil Industries, Inc. This cooperative method ensures competitive pricing and compliance while reducing procurement time. Funding shall not exceed four hundred thousand dollars (\$400,000.00) during the contract term and is subject to approved departmental budgets. The contract is effective December 1, 2024, and expires November 30, 2026. Any renewal, extension, or continued use of Colonial Oil Industries, Inc. shall be contingent upon the State of Georgia renewing or extending the underlying contract and the vendor remaining an authorized contractor under that contract.

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)

The Procurement Department requests Council approval to utilize a cooperative purchasing agreement for the purchase and delivery of petroleum products to support the General Services Fleet Division. The City will piggyback of State of Georgia Contract No. 99999-001-SPD0000222-0005 with Colonial Oil Industries, Inc. This cooperative method ensures competitive pricing and compliance while reducing procurement time. Funding shall not exceed four hundred thousand dollars (\$400,000.00) during the contract term and is subject to approved departmental budgets. The contract is effective December 1, 2024, and expires November 30, 2026. Any renewal, extension, or continued use of Colonial Oil Industries, Inc. shall be contingent upon the State of Georgia renewing or extending the underlying contract and the vendor remaining an authorized contractor under that contract.

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
William Whitaker, Director	
_____	Date:
William Whitaker, Director	
_____	Date:
Wendy Angelety, Management and Budget Manager	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Corey Adams, City Clerk	



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

William Whitaker

REQUESTING DEPARTMENT

Purchasing

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

The Procurement Department requests Council approval to utilize a cooperative purchasing agreement with Fonroche Lighting America under Sourcewell Contract No. 041525-FNR for citywide solar street lighting services, including installation, leasing, and maintenance supporting Public Works and General Services. This approach ensures competitive pricing, compliance, and operational efficiency. Funding shall not exceed three million dollars (\$3,000,000.00) per contract year and is subject to approved departmental budgets. The agreement term is one year from execution, with renewal options subject to approval and shall not extend beyond July 22, 2029, consistent with the underlying Sourcewell contract term.

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)

The Procurement Department requests Council approval to utilize a cooperative purchasing agreement with Fonroche Lighting America under Sourcewell Contract No. 041525-FNR for citywide solar street lighting services, including installation, leasing, and maintenance supporting Public Works and General Services. This approach ensures competitive pricing, compliance, and operational efficiency. Funding shall not exceed three million dollars (\$3,000,000.00) per contract year and is subject to approved departmental budgets. The agreement term is one year from execution, with renewal options subject to approval and shall not extend beyond July 22, 2029, consistent with the underlying Sourcewell contract term.

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
William Whitaker, Director	
_____	Date:
William Whitaker, Director	
_____	Date:
Wendy Angelety, Management and Budget Manager	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Corey Adams, City Clerk	



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

William Whitaker

REQUESTING DEPARTMENT

Purchasing

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

The Procurement Department requests Council approval to award RFQ No. 26-10, Senior Homeowner Rehabilitation Program, to Nehemiah to provide rehabilitation services for eligible senior homeowners in accordance with program requirements and City standards. This procurement supports the City's objective of improving housing conditions, protecting vulnerable residents, and delivering rehabilitation services that align with community development priorities. The agreement shall have an initial term of three years, with one-year renewal options, subject to satisfactory contractor performance, continued program eligibility, legal review, and the availability of appropriate funds. Initial funding is seven hundred thirty-four thousand six hundred thirty-one dollars and zero cents (\$734,631.00). The City reserves the right to increase the budget for the agreement through additional sources of funding, subject to approval and the availability of funds.

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)

The Procurement Department requests Council approval to award RFQ No. 26-10, Senior Homeowner Rehabilitation Program, to Nehemiah to provide rehabilitation services for eligible senior homeowners in accordance with program requirements and City standards. This procurement supports the City's objective of improving housing conditions, protecting vulnerable residents, and delivering rehabilitation services that align with community development priorities. The agreement shall have an initial term of three years, with one-year renewal options, subject to satisfactory contractor performance, continued program eligibility, legal review, and the availability of appropriate funds. Initial funding is seven hundred thirty-four thousand six hundred thirty-one dollars and zero cents (\$734,631.00).

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
William Whitaker, Director	
_____	Date:
William Whitaker, Director	
_____	Date:
Wendy Angelety, Management and Budget Manager	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Corey Adams, City Clerk	



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

William Whitaker

REQUESTING DEPARTMENT

Purchasing

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

The Procurement Department requests Council approval to amend the existing Public Facilities and Services Inc. IDIQ construction contract awarded under RFP 24-26 by increasing the aggregate contract authority from three million dollars (\$3,000,000.00) to eight million five hundred thousand dollars (\$8,500,000.00). The Administration also requests approval to authorize execution of a project specific AIA A104-2017 agreement for the Campbell Welcome Center project in an amount not to exceed the guaranteed maximum price of five million one hundred fifty thousand dollars (\$5,150,000.00).

The Campbell Welcome Center project includes renovation, expansion, site improvements, and related utility work necessary to support the facility. The proposed project agreement establishes a 275-day construction duration. Funding is planned across Fiscal Year 2026 and Fiscal Year 2027 and remains subject to Finance confirmation. Approval of this item increases contract capacity but does not authorized construction work, which will remain subject to execution of the project agreement, funding confirmation, all required approvals.

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)

The Procurement Department requests Council approval to amend the existing Public Facilities and Services Inc. IDIQ construction contract awarded under RFP 24-26 by increasing the aggregate contract authority from three million dollars (\$3,000,000.00) to eight million five hundred thousand dollars (\$8,500,000.00). The Administration also requests approval to authorize execution of a project specific AIA A104-2017 agreement for the Campbell Welcome Center project in an amount not to exceed the guaranteed maximum price of five million one hundred fifty thousand dollars (\$5,150,000.00).

The Campbell Welcome Center project includes renovation, expansion, site improvements, and related utility work necessary to support the facility. The proposed project agreement establishes a 275-day construction duration. Funding is planned across Fiscal Year 2026 and Fiscal Year 2027

and remains subject to Finance confirmation. Approval of this item increases contract capacity but does not authorized construction work, which will remain subject to execution of the project agreement, funding confirmation, all required approvals.

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

William Whitaker, Director	Date:
William Whitaker, Director	Date:
Wendy Angelety, Management and Budget Manager	Date:
Sharon Subadan, City Manager	Date:
Sara Kelly, Assistant City Attorney	Date:
Corey Adams, City Clerk	Date:



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

First Read Ordinances

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Corey Adams, City Clerk	



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

City Attorney

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

First Read: An Ordinance To Establish Eligibility Requirements For Members Of City Boards And Commissions; To Require Vacation Of Office Upon Qualification As A Candidate For Elected Office (Sponsored by Councilmember Jaceey Sebastian, Co-Sponsored by Councilmember Natasha Williams-Brown)

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Corey Adams, City Clerk	

**AN ORDINANCE TO ESTABLISH ELIGIBILITY REQUIREMENTS
FOR MEMBERS OF CITY BOARDS AND COMMISSIONS; TO REQUIRE
VACATION OF OFFICE UPON QUALIFICATION AS A CANDIDATE FOR
ELECTED OFFICE; AND FOR OTHER PURPOSES.**

**(Sponsored by Councilmember Jaceey Sebastian and Co-Sponsored by
Councilwoman Natasha Williams-Brown)**

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

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

WHEREAS, the City Council finds that maintaining public trust requires clear separation between appointed service and candidacy for elected office; and

WHEREAS, the act of qualifying for elected office may create actual or perceived conflicts of interest that could undermine the impartiality expected of appointed officials;

**NOW THEREFORE, THE MAYOR AND COUNCIL OF THE CITY OF SOUTH
FULTON**

HEREBY RESOLVES as follows:

Section 1. Definitions

For purposes of this Ordinance:

- (a) **"Board or Commission"** means any advisory, regulatory, or decision-making body established by the City Code, resolution, or charter, whose members are appointed by the Mayor, City Council, or other authorized authority.
- (b) **"Appointee"** means any individual duly appointed to serve on a Board or Commission.
- (c) **"Qualify" or "Qualification"** means the official act of meeting all legal requirements to become a candidate for elected office, including but not limited to filing notice of candidacy, paying any required qualifying fees, or submitting qualifying petitions, as prescribed by applicable law.
- (d) **"Elected Office"** includes any municipal, county, state, or federal office filled by vote of the electorate.

Section 2. Mandatory Vacancy Upon Qualification

- (a) Any Appointee who qualifies as a candidate for any Elected Office shall be deemed to have automatically vacated their position on the Board or Commission effective immediately upon such qualification.
- (b) No further action by the Mayor, City Council, or appointing authority shall be required to effectuate the vacancy.

Section 3. Duty to Notify

- (a) Any Appointee who intends to qualify for Elected Office shall notify the City Clerk in writing no later than five (5) business days prior to qualification, when practicable.
- (b) Upon qualification, the Appointee shall provide written confirmation to the City Clerk within twenty-four (24) hours.
- (c) Failure to provide notice shall not prevent the automatic vacancy prescribed in Section 2.

Section 4. Certification of Vacancy

- (a) Upon receiving notice or otherwise learning of an Appointee's qualification for Elected Office, the City Clerk shall:
 - (1) Record the vacancy in the official records of the City; and
 - (2) Notify the Mayor, City Council, and appointing authority of the vacancy.

Section 5. Reappointment

- (a) An individual who vacates a position pursuant to this Ordinance may be eligible for reappointment to a Board or Commission after the conclusion of the election cycle, provided they are no longer a candidate for Elected Office.
- (b) Nothing in this section shall guarantee reappointment.

Section 6. Applicability. This Ordinance shall apply to all Appointees serving on Boards and Commissions of the City, whether appointed before or after the effective date of this Ordinance.

Section 7. 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 8. All Resolutions and parts of Resolutions in conflict herewith are hereby expressly repealed.

Section 9. The effective date of this Resolution shall be the date of adoption unless provided otherwise by the City Charter or state and/or federal law.

Section 10. *Instruction to City Clerk:* The City Clerk is hereby directed to circulate a copy of this Resolution to all City employees, staff and officials.



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Community Development & Regulatory Affairs

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

First Read: An Ordinance To Authorize And Regulate Cigar Lounges In The City Of South Fulton, Georgia; To Establish A Limit Of Five (5) Cigar Lounge Licenses; To Provide For Special Use Permits; To Establish Operational, Health, And Safety Requirements (Sponsors: Councilmembers Rowell, Bell, Williams-Brown, Johnson)

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Corey Adams, City Clerk	

AN ORDINANCE TO AUTHORIZE AND REGULATE CIGAR LOUNGES IN THE CITY OF SOUTH FULTON, GEORGIA; TO ESTABLISH A LIMIT OF FIVE (5) CIGAR LOUNGE LICENSES; TO PROVIDE FOR SPECIAL USE PERMITS; TO ESTABLISH OPERATIONAL, HEALTH, AND SAFETY REQUIREMENTS; AND FOR OTHER PURPOSES

(Sponsors: Rowell, Bell, Williams-Brown, Johnson)

WHEREAS, the City Council of the City of South Fulton seeks to promote economic development while preserving public health, safety, and welfare; and

WHEREAS, cigar lounges are a distinct business category that can provide controlled environments for adult patrons; and

WHEREAS, the City desires to strictly limit and regulate such establishments to ensure compatibility with surrounding land uses and compliance with the Georgia Smoke-Free Air Act of 2005;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of South Fulton:

SECTION 1. PURPOSE AND INTENT

This Ordinance establishes a regulatory framework to:

1. Allow a limited number of cigar lounges within the City;
2. Ensure such establishments operate in a safe, well-ventilated environment;
3. Prevent adverse impacts on surrounding properties;
4. Ensure compliance with applicable state law.

SECTION 2. DEFINITIONS

“Cigar Lounge” means a retail establishment primarily engaged in the sale of cigars and related accessories that allows on-premises smoking of cigars that derives at least 60% of its gross revenue from cigar and tobacco-related sales and restricts entry to persons 21 years of age or older.

SECTION 3. LICENSE LIMITATION

- A. The City shall issue **no more than five (5) cigar lounge licenses** at any given time.
- B. Licenses shall be issued **administratively** on a **first-qualified, first-approved basis**, up to a maximum of five (5) licenses citywide. If more than five (5) qualified applications are submitted, priority shall be determined by:
- 1) Date and time of submission of a **complete application**
 - 2) Verification of compliance with all ordinance requirements
- C. Licenses shall not be transferable without City approval.

SECTION 4. ZONING AND SPECIAL USE PERMIT

- A. Cigar lounges shall be permitted only within the following zoning districts:
- C-1 (Neighborhood Commercial)
 - C-2 (General Commercial)
 - Mixed-Use (MXD or equivalent designation)
- B. Minimum distance requirements:
- At least 1,000 feet from schools, daycare centers, parks, and places of worship
 - At least 500 feet from residentially zoned properties

SECTION 5. OPERATIONAL REQUIREMENTS

All cigar lounges must:

1. **Age Restriction**
 - Prohibit entry to persons under 21
2. **Hours of Operation**
 - Limited to **10:00 AM – 12:00 AM**, unless otherwise approved
3. **Food and Alcohol**
 - Must comply with all local and state regulations
 - Alcohol service requires separate licensing
4. **Security**
 - Provide surveillance cameras and adequate lighting

- Employ security personnel if required by the City

SECTION 6. VENTILATION AND AIR QUALITY STANDARDS

A. Each cigar lounge shall install a **state-of-the-art ventilation system** that:

- Provides **negative air pressure** relative to adjacent spaces
- Includes high-efficiency particulate air (HEPA) filtration or equivalent
- Achieves a minimum of **12 air changes per hour (ACH)**

B. Ventilation systems must be:

- Certified by a licensed mechanical engineer
- Inspected annually

C. Smoking shall be confined to designated indoor areas only.

SECTION 7. COMPLIANCE WITH STATE LAW

All cigar lounges must comply with the Georgia Smoke-Free Air Act of 2005, including any applicable exemptions for cigar bars or retail tobacco establishments.

SECTION 8. APPLICATION PROCESS

Applicants must submit:

- Completed application form
- Non-refundable application fee
- Site plan and floor plan
- Ventilation system design

SECTION 9. FEES AND RENEWAL

A. Annual license fee: \$_____ (ASK CDRA STAFF BASED ON CURRENT RATES IN OTHER CITIES)

B. Licenses must be renewed annually and are subject to:

- Compliance inspections
- Payment of all applicable fees

SECTION 10. ENFORCEMENT AND PENALTIES

A. Violations shall be classified as **Minor**, **Major**, or **Severe**:

1. Minor Violations

Include but are not limited to:

- Failure to maintain required records on-site
- Posting/signage deficiencies
- Administrative or reporting violations

2. Major Violations

Include but are not limited to:

- Operating outside approved hours
- Failure to maintain required ventilation system performance
- Failure to maintain required security measures
- Allowing persons under 21 to enter the premises

3. Severe Violations

Include but are not limited to:

- Operating without a valid license or SUP
- Falsification of application or compliance documents
- Tampering with or disabling ventilation systems
- Repeated violations (3 or more within a 12-month period)
- Conditions posing an immediate threat to public health or safety

B. Penalties and Fines

1. Minor Violations

- First offense: Written warning
- Second offense: Fine up to **\$250**
- Third offense: Fine up to **\$500**

2. Major Violations

- First offense: Fine up to **\$500**
- Second offense: Fine up to **\$1,000** and possible suspension up to 7 days
- Third offense: Fine up to **\$1,500** and suspension up to 30 days

3. **Severe Violations**

- Immediate fine up to **\$2,500**
- Immediate suspension or revocation of license
- Possible closure of the establishment

C. Notice and Opportunity to Cure

1. For Minor and certain Major Violations, the City shall issue a **Notice of Violation (NOV)** providing:
 - Description of violation
 - Required corrective action
 - Compliance deadline (typically **5–10 business days**)
2. Failure to correct within the specified time shall result in escalated penalties.

D. Immediate Closure Authority

1. The Fire Marshal or Code Enforcement Officer may order **immediate closure** if conditions present:
 - Fire hazards
 - Ventilation system failure creating unsafe air quality
 - Imminent threat to life, health, or safety
2. The business may not reopen until:
 - Violations are corrected
 - A reinspection confirms compliance

E. Appeals

1. Any revocation may be appealed to the designated **Hearing Officer or Zoning Board of Appeals**.
2. Appeals must be filed within **10 business days** of notice.

3. Filing an appeal does not stay an emergency closure order.

SECTION 11. SEVERABILITY

If any provision of this Ordinance is held invalid, such invalidity shall not affect other provisions.

Section 12. The City Attorney and City Clerk are authorized to make non-substantive editing and renumbering revisions to this Ordinance for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the City Clerk.

Section 13. All ordinances or parts thereof that are in conflict with this Ordinance are, to the extent of such conflict, hereby repealed.

Section 14. The effective date of this Ordinance 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]



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Community Development & Regulatory Affairs

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

First Read: An Ordinance To Create Chapter 10 (Wine and Tasting Rooms) Of Title 16 (Alcoholic Beverages) Of The Code Of Ordinances, City Of South Fulton, Georgia; To Modify Provisions Affecting The Operation Of Wine And Tasting Rooms (Sponsored by Councilwoman Catherine Rowell)

REQUIREMENTS FOR COUNCIL ACTION

(City-specific Council policy, statute or code requirement)

SUMMARY AND BACKGROUND

(Provide department recommendation and an executive summary of the actionthat gives an overview of the relevant details)

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____	Date:
Sara Kelly, Assistant City Attorney	
_____	Date:
Sharon Subadan, City Manager	
_____	Date:
Corey Adams, City Clerk	

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2025-XXX

AN ORDINANCE TO CREATE CHAPTER 10 (WINE AND TASTING ROOMS) OF TITLE 16 (ALCOHOLIC BEVERAGES) OF THE CODE OF ORDINANCES, CITY OF SOUTH FULTON, GEORGIA; TO MODIFY PROVISIONS AFFECTING THE OPERATION OF WINE AND TASTING ROOMS; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilwoman Catherine Rowell)

WHEREAS, the City of South Fulton (the “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 City Council desires to amend its existing City Code of Ordinances related to operation of wine and tasting rooms; and

WHEREAS, the City Council finds that this Ordinance 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 HEREBY ORDAINS as follows:

Section 1. Chapter 10 (Tasting Rooms) of Title 16 (Alcoholic Beverages) of the Code of Ordinances of the City of South Fulton Code of Ordinances (the “City Code”) is hereby created as follows:

Sec. 16-10001. Purpose.

The purpose of this Article is to regulate the local authorization, operation, and enforcement of tasting rooms within the City of South Fulton in coordination with state law and the City’s zoning ordinance, while protecting the public health, safety, and welfare.

Sec. 16-10002. Applicability and Relationship to Zoning Ordinance.

(a) This Article shall apply to all tasting rooms operating or proposed to operate within the corporate limits of the City of South Fulton.

(b) Authorization to operate a tasting room under this Chapter **shall not confer zoning approval**. All tasting rooms must comply with the City of South Fulton Zoning Ordinance, including **Title 16, Chapter 10 (Tasting Rooms)**.

(c) Where a conflict exists between this Chapter and the Zoning Ordinance, the **more restrictive provision shall govern**, unless preempted by state law.

Sec. 16-10003. Definitions.

For purposes of this Article:

(a) Farm Winery.

A winery meeting the definition of a farm winery under O.C.G.A. § 3-6-21.1 and licensed by the Georgia Department of Revenue.

(b) Tasting Room.

A facility operated by or on behalf of a licensed farm winery for the promotion, sampling, and retail sale of wine in accordance with state law and Chapter ____, Article ____ of the City of South Fulton Zoning Ordinance.

All other terms not defined herein shall have the meanings assigned in this Chapter, the Zoning Ordinance, or the Georgia Alcoholic Beverage Code.

Sec. 16-10004. Local Alcohol Authorization Required.

(a) No tasting room shall operate within the City without first obtaining:

1. All required **state licenses** from the Georgia Department of Revenue; and
2. A **local alcohol permit or authorization** issued by the City of South Fulton.

(b) Issuance of a local alcohol permit shall be contingent upon:

1. Compliance with zoning requirements, including any required conditional use approval; and
2. Verification of an active City business license.

Sec. 16-10005. Scope of Alcohol Sales and Sampling.

(a) Alcoholic beverages sold or sampled in a tasting room shall be limited to wine produced by the licensed farm winery, except as otherwise authorized by state law.

(b) Sampling and on-premises consumption shall be conducted only within areas approved through zoning and alcohol permitting.

(c) No tasting room shall operate as a bar, tavern, or general on-premises consumption establishment.

Sec. 16-10006. Hours of Sale and Operation.

(a) The sale, service, and sampling of wine in a tasting room shall comply with:

1. The Georgia Alcoholic Beverage Code; and
2. Any applicable hours of sale established by the City.

(b) The City Council may impose reasonable conditions on hours of operation as part of zoning or alcohol permit approval.

Sec. 16-10007. Prohibited Activities.

The following activities are prohibited in tasting rooms unless expressly authorized by state law and local approval:

1. Sale of distilled spirits or malt beverages;
2. Operation of adult entertainment;
3. Outdoor alcohol consumption beyond approved areas;
4. Amplified entertainment inconsistent with zoning conditions.

Sec. 16-10008. Suspension, Revocation, and Enforcement.

(a) A tasting room's local alcohol authorization may be suspended or revoked for:

1. Violation of this Chapter;
2. Violation of zoning conditions or land use approvals;
3. Violation of state alcohol laws.

(b) Enforcement authority is vested in the City Manager or designee, including Code Enforcement and Alcohol Compliance Officers.

Sec. 16-10009. Penalties.

Any violation of this Article shall constitute a misdemeanor or municipal offense punishable as provided in the City of South Fulton Code of Ordinances, in addition to suspension or revocation of permits.

Sec. 16-100010. Severability.

If any provision of this Article is declared invalid, such invalidity shall not affect the remaining provisions.

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

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

Section 5. The effective date of this Ordinance 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]



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

William Whitaker

REQUESTING DEPARTMENT

Purchasing

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

First Read: An Ordinance To Repeal RES2023-060 And ORD2018-032, And Replace With An Ordinance To Regulate The Use Of City Of South Fulton Purchasing And Credit Cards, Enhance Operational Efficiency

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)

The Procurement Department requests Council approval of an updated City of South Fulton Purchasing Card and Credit Card Policy. The revised policy strengthens internal controls, improves accountability, and aligns City purchasing card practices with applicable procurement laws and audit standards. The Policy update incorporates internal auditor recommendations, tightens fiscal controls, and standardizes card use across departments. Key revisions include defined monthly limits by position, prohibited purchase categories, audit protocols, cardholder responsibilities, required documentation for meals, temporary spending increase procedures, and disciplinary measures for misuse. The revised policy was developed collaboratively with the City Manager's Officer, Internal Auditor, legal and the Procurement Department, and is intended to improve oversight and reinforce compliance with Georgia law and recognized public sector best practices.

FUNDING SOURCE

(If applicable)

FINANCIAL IMPACT

(If applicable)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

_____ William Whitaker, Director	Date:
_____ William Whitaker, Director	Date:
_____ Wendy Angelety, Management and Budget Manager	Date:
_____ Sharon Subadan, City Manager	Date:
_____ Sara Kelly, Assistant City Attorney	Date:
_____ Corey Adams, City Clerk	Date:

**AN ORDINANCE TO REPEAL RES2023-60, AND ORD2018-32,
AND REPLACE WITH AN ORDINANCE TO REGULATE THE USE OF CITY
OF SOUTH FULTON PURCHASING AND CREDIT CARDS, ENHANCE
OPERATIONAL EFFICIENCY; 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, O.C.G.A. § 36-80-24 authorizes the use of purchasing and credit cards for municipalities; and

WHEREAS, the City wishes to update and regulate the use of city purchasing and credit cards by way of repealing previous legislation and replacing said legislation with the current Ordinance; and

WHEREAS, the City desires to safeguard and promote the public health, safety and general welfare of all citizens through the adoption of this ordinance.

**NOW THEREFORE, THE MAYOR AND COUNCIL OF THE CITY OF SOUTH
FULTON**

HEREBY RESOLVES as follows:

Section 1. The City of South Fulton Code of Ordinances, Title 1, Administration, is hereby revised by amending Sec. 1-9002, Chapter 9, Purchasing, Contracting and Disposition of Property, to read as attached.

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 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, each and 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 effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and/or federal law.

Section 5. *Instruction to City Clerk:* The City Clerk is hereby directed to circulate a copy of this Ordinance to all City employees, staff and officials.

CITY OF SOUTH FULTON PURCHASING CARD AND CITY CREDIT CARD POLICY

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1. PURPOSE

- 1.1.** The purpose of this policy is to set requirements and standards for the City of South Fulton Purchasing Card Program. The policy is not intended to replace current State of Georgia statutes, but is intended to comply with such state laws and establish more efficient guidelines for employees using such purchasing cards.
- 1.2.** At no time shall a City-issued purchasing card or credit card be used for personal purchases. All transactions must be directly related to official City business, provide a public purpose or public benefit, and comply with this Policy and related procedures. The Purchasing Card Program is intended to provide an efficient, cost-effective, and controlled method for procuring and paying for goods and services while maintaining accountability, transparency, and operational flexibility

2. SCOPE

- 2.1.** This purchasing card policy authorizes the use of City purchasing cards, eligible for the positions identified in Sections 2.1(a), 2.1(b), and 2.1(c), in strict accordance with these policy guidelines and applicable laws.
 - a)** Mayor and City Councilmembers.
 - b)** Appointed Positions.
 - c)** Full-time employees.

3. PROGRAM OVERVIEW

- 3.1.** The City of South Fulton, Georgia (“City”) Purchasing Card (P-Card) Program streamlines payments for goods and certain services for City business use by eliminating the administrative burdens and costs associated with traditional methods of payment. Per City Ordinance, the P-Card may be used as the method of payment for unplanned, non-routine, or urgent point-of-sale purchases. Point- of-sale transactions include purchases made at a physical store, in person, online, or over the phone. The roles and responsibilities addressed in this Policy pertain exclusively to the City and its Program participants, unless the City otherwise authorizes in writing.

4. Four-Pronged Test Required

- 4.1.** To help ensure that each purchase with a P-Card (or any other procurement method) represents the expense of public funds for a public purpose, the City Attorney has established a four-pronged test to apply to every transaction. Specifically, Cardholders must ask themselves the following four questions before a purchase is made:

4.1.1. What is the ultimate goal of the purchase?

4.1.2. Who benefits primarily, a private individual or a private entity?

4.1.3. Is the primary benefit direct, measurable, and reasonably certain to result from the purchase, based on documented facts, rather than speculative or incidental?

4.1.4. Will the purchase serve the public interests of the promotion of public health, safety, morals, general welfare, security, and prosperity, and to what degree?

- 4.2.** These four questions must be answered on a case-by-case basis because the definition of “public purpose” will align with changing conditions and circumstances. If, in the process of answering the first and second questions, it is determined that the primary objective is to benefit or promote a private end, the expense may be considered unauthorized, non-compliant, or inconsistent with a valid public purpose. A determination of illegality shall be made only under applicable law and appropriate legal review, i.e., the benefit to a private entity cannot be the sole or primary goal. If the primary objective is to serve a public municipal purpose, there may be an incidental private benefit. It is not essential for the benefit to help the City as a whole, but must serve a public municipal purpose.

If a Cardholder is unsure of whether the purchase meets this public purpose criteria, contact the Program Administrator for assistance in making a determination.

5. PROGRAM PARTICIPATION

- 5.1.** The City established the Purchasing Card Program because it is an efficient method of purchasing and paying for goods and services for official City business and public benefit within established controls. The Program reduces administrative burden, supports timely operations, and enhances efficiency and cost effectiveness for the City.

6. PROGRAM COMPLIANCE

- 6.1.** Compliance determinations shall be based on the facts and circumstances of each transaction. The use of terms such as unauthorized, non-compliant, or improper in this Policy reflects policy and control concerns and does not, in isolation, constitute a legal determination.
- 6.2.** This Policy shall be read together with the applicable procedures manual, travel policy, procurement policy, ordinances, and other governing requirements. Administrative procedures may be updated as needed to support implementation of this Policy, provided they remain consistent with applicable law and approved City policy.

7. P-CARD ISSUANCE

- 7.1.** Purchasing Cards shall be issued based on operational necessity and job duties requiring the ability to conduct procurement transactions. In limited circumstances, an employee with incidental or recurring purchasing responsibilities may be issued a card with a reduced limit when supported by written business justification and approved by the appropriate authority.
- 7.2.** Department Directors have primary responsibility for identifying employees whose job duties require frequent/routine procurement transactions and would therefore benefit from issuance of a P-Card. Requests for P-Cards must be submitted on the P-Card Application and be approved by the City Manager or their designee.
- 7.3.** A list of all new P-Cards issued within the month shall be submitted on the last business day of the month to the City Manager and Internal Auditor, along with the limits assigned.

8. CARDHOLDER TRAINING

- 8.1.** Approved applications must be followed up with Cardholder training and testing before cards are issued. Participants must sign an Agreement acknowledging an understanding of the policies and procedures of the P-Card.
- 8.2.** Cardholders must complete training and testing prior to the issuance of a P-Card. Cardholders may be required to attend additional training as identified by the Procurement Director, who serves as Program Administrator. The acknowledgment shall confirm that the Cardholder understands authorized uses.

9. P-CARD ACTIVATION

- 9.1.** Prior to the initial use of the P-Card, the Cardholder must activate the card. Activation procedures are provided at the mandatory Cardholder training. If the P-Card has not been picked up from the Program Administrator after thirty (30) days from the date of notification that the P-Card is ready for pick-up, the P-Card may be canceled, and a new application will be required. It is the sole responsibility of the Cardholder to set the PIN, as well as maintain the PIN, if one is required.

10. MONTHLY SPENDING LIMITS

Position	Single Transaction Limit	Monthly Limit
Mayor & Council	\$2,500	\$10,000
City Manager	\$10,000	\$25,000
Procurement Director	\$10,000	\$25,000
Chief Financial Officer	\$5,000	\$15,000
City Clerk/City Attorney	\$5,000	\$15,000
Deputy/Assistant City Manager	\$2,500	\$10,000
Directors	\$2,500	\$10,000
Employees Level 1	\$2,500	\$10,000
Employees Level 2	\$1,000	\$5,000
Employee Level 3	\$500	\$2,500

- a)** Employee Level 1 – Has responsibilities within a department for ordering supplies or coordinating training, travel, and testing for employees beyond themselves.
- b)** Employee Level 2 – Has responsibilities within a department where a higher level of responsibility is required, travels frequently for business purposes, or may be required to make emergency purchases.
- c)** Employee Level 3 – has limited operational responsibilities that may require incidental or low-dollar purchases in support of official City business.

11. SPENDING CONTROLS AND LIMITS

- a) **Travel Expenses:** Travel expenses using the P-Card must align with the City's Travel Policy and Federal GSA regulations when Federal reimbursement is applicable. Refer to the City's travel policy.
- b) **Split Transactions:** Purchases shall not be split into multiple transactions for the purpose of circumventing Purchasing Policy and State Government Code thresholds.
- c) **Memberships:** A City-issued purchase card may be used to pay for professional membership dues, subscriptions, and registration fees only when such expenses are directly related to official City business and have been pre-approved.
- d) **Temporary Increase:** All temporary limit increase requests will be reviewed on a case-by-case basis. P-Card limit increases are to be submitted on the Temporary Increase Request form to the P-Card Administrator. The form requires the Department Director's signature and approval by the City Manager. The Cardholder and supervisor will be notified of approval. At the end of the timeframe, spending controls will revert to their original limits. Increases requested by an elected official or appointed position will also require the signature of the City Manager.
- e) **Credit Limit Increases:** All P-Cards have a per-cycle credit limit. Cycle limits will reset on the 1st of each month. All cycle limit requests that exceed the standard cycle limit set to the card MUST be accompanied by an explanation detailing the need and authorized by the Cardholder's Department Director, or when applicable, the City Manager.
- f) **Inactivity:** If a P-Card shows no activity for six (6) months, its transaction limit will be reduced to \$1,000, and the Cardholder will be notified. If a P-Card shows no activity for twelve (12) months, the P-Card may be closed. If a Cardholder has an extended absence from work or is placed on disciplinary suspension, or FMLA, the Cardholder or the Cardholder's supervisor will contact the Program Administrator so that a temporary suspension is applied to the P-Card.
- g) **Tax Exempt:** All purchases made with the P-Card are exempt from the State of Georgia sales tax. A copy of the Sales Tax Exemption Certificate is available from the Finance Department. The Finance Department may provide the tax-

exempt number on a wallet card, reference card, or other approved format to facilitate use at the point-of-sale. Paying Georgia sales tax on purchases is a policy violation that can result in loss of P-Card privileges. The Cardholder will inform the Vendor of the City's tax-exempt status prior to placing an order. Sales tax cannot be resolved through the financial institution, as this is a request conducted with the vendor. Cardholders are responsible for seeking reimbursement from retailers for sales tax paid in error. If unsuccessful, they are to provide documentation of their attempts to the Program Administrator, who will, when cost-effective, work with the card issuer and the Georgia Department of Revenue, Georgia Tax Center, to file for refunds.

- h) Lost Receipts:** If a credit card receipt has been lost, the Missing Card Receipt form must be completed by the Cardholder detailing the transaction, the Vendor, and the amount. After obtaining the Department Director's signature, submit the completed form to the Program Administrator. To avoid lost receipts, Cardholders are encouraged to take a picture of receipts at the time of the purchase as a backup. All lost receipts in an amount greater than \$500 shall be reported to the City Manager within two (2) business days.
- i) Accidental Personal Use:** If a personal charge is made, a Reimbursement Memo will be completed by the Cardholder. The memo will be signed by the Department Director and submitted to the Program Administrator with a reimbursement check made payable to the City of South Fulton within two (2) business days from discovering the mistake. Depending on the circumstances, the P-Card may be suspended for a minimum of thirty (30) days for Cardholders who make repeated accidental purchases. The City reserves the right to deduct personal purchases through payroll deductions in accordance with all applicable laws and regulations. Accidental purchases not brought to the attention of the Program Administrator by the Cardholder may be considered as fraudulent and subject to P-Card revocation and other disciplinary actions. Accidental purchases not timely reported by the Cardholder may be treated as misuse or potential fraud and may result in suspension, revocation, reimbursement obligations, or other corrective action, depending on the facts and circumstances.
- j) State of Emergency:** The City Manager, Chief Financial Officer, and Procurement Director, along with other key positions, maintain higher transaction limits for use in situations during a declared disaster or state of emergency. The City Manager will determine which additional card limits may be increased during such emergency situations.

12. GROUP MEAL EXPENSES

12.1. The City requires pre-approval for any item in this category before the P-Card is used by Cardholders. All supporting documents shall be submitted with the payment request to document purchase card expenditures.

12.2. P-Card expenses will require approval by the City Manager or designee(s) for the following areas:

- a)** Internal employee programs (such as training) which include food, beverages, snacks, or similar expenses that exceed amounts determined reasonable and appropriate based on the nature of the meeting, training, event, or operational need, in accordance with the procedure manual.
- b)** Intra-departmental meetings or training sessions that continue during the meal period, during which employees are not permitted to leave the premises of the meeting site.
- c)** Professional milestones, employee appreciation, and end-of-year events, and other lawful events that do not violate gratuity policies.
- d)** Food purchases for group meals that include the public.
- e)** Catering to support a City event and/or other official City business.
- f)** Meals or refreshments reasonably necessary to support volunteers, extended work assignments, public engagement events, emergency operations, or other official City activities where providing food serves an operational or public purpose.

13. UNFORESEEN CIRCUMSTANCE, RETROACTIVE APPROVAL

13.1. In rare situations where obtaining preapproval is not feasible due to unforeseen circumstances, the Cardholder may proceed only when the purchase is necessary to maintain continuity of official City business, protect public safety, avoid material service disruption, or prevent significant financial loss. The Cardholder must request retroactive approval from the City Manager or designee no later than five (5) business days after the transaction.

13.2. Retroactive approval requests must include receipts and itemized

documentation, business justification, event purpose, date, time, location, attendee count, and name when applicable, and an explanation of why preapproval could not be obtained.

13.3. This exception is not permitted due to: a lack of planning, convenience, late submission of requests, failure to follow established workflow, or to bypass spending limits or approval requirements.

13.4. If retroactive approval is denied, the expense is deemed unauthorized, the Cardholder is personally responsible for reimbursing the City within 10 business days, and the card may be suspended or revoked.

14. REQUIRED DOCUMENTATION FOR APPROVED MEALS

14.1. Documentation for food purchased in connection with official City business or City events must be sufficient to demonstrate the business purpose, the items purchased, and the benefit to the City. Supporting documentation may include an itemized receipt, event flyer, agenda, registration records, sign-in sheet, volunteer list, attendance estimate, or other records appropriate to the nature of the event. Where practicable, attendee names and affiliations should be included.

14.2. Exceptions to these guidelines must be pre-approved by the City Manager.

15. ALLOWABLE PURCHASES

15.1. P-Cards may be used to purchase needed goods or services not prohibited by law, this policy, or other policies approved by the City Manager and/or City Council. The total purchase with a P-Card shall not exceed the limits established for that card.

15.2. Allowable purchases must be directly related to official City business, provide a public benefit or operational benefit to the City, and be reasonable and necessary in light of the circumstances. The use of the Purchasing Card should promote efficiency while maintaining appropriate internal controls.

15.3. Electronic payment platforms may be used when the underlying purchase is otherwise authorized, properly documented, and made through a legitimate vendor that accepts such payment methods in the ordinary course of business. Use of an electronic payment platform does not waive any requirement of public purpose, approval, or documentation

15.4. Examples of allowable purchases include, but are not limited to:

- a)** Point-of-sale/single-vendor purchases are allowed within individual P-Card limits.
- b)** City business accounts such as Amazon, Staples, Office Depot, Costco, BJ's, and Sam's Club, etc.
- c)** Cloud storage fees (such as iCloud) for elected and appointed officials.
- d)** Communication and outreach platforms, including newsletter and constituent engagement tools, approved for official City use.
- e)** Travel expenses, which must align with the City's Travel Policy.
- f)** Professional dues and subscriptions.
- g)** Supplies and general items that do not require a purchase order or requisition.
- h)** Registrations for conferences, workshops, and training.
- i)** Emergency purchases for life safety.
- j)** Rental equipment that does not require a purchase order or requisition.
- k)** Food/Meals within a program budget, documented for public benefit.
- l)** Food/Meals for approved business travel in conjunction with training, workshops, and conferences when per diem does not apply or is not being provided.

15.5. Approved subscription-based services used to support outreach, scheduling, planning, communication, or records needed for official City functions.

16. PROHIBITED PURCHASES

16.1. The P-Card will not be used for the following expenditures:

- a)** Any item or service for personal use or gain.

- b)** Cash advances, money transfers, refunds, and gift cards/certificates.
- c)** Intentional violations of the procurement regulations or items that circumvent a purchase order or requisition process. Donations, political activities, including contributions, raffles, or sponsorships.
- d)** Transactions greater than the Cardholder's limit unless prior written approval is obtained.
- e)** Georgia Sales tax, except in cases where state law does not exempt local governments from hotel tax and meals. (Note: Sales tax of any kind is not reimbursable by federally funded programs.)
- f)** Consulting or professional services.
- g)** Services of any kind that require an individual/contractor/vendor to indemnify the City from liability and/or require the City to be listed as an additional insured.
- h)** Computer/technology equipment (except small consumable items such as keyboards, mice, USB, etc.).
- i)** Software, licenses, and maintenance/support agreements (Exception for the Information Technology Department in accordance with the Purchasing Policy). Subscription software for community contact is exempt (newsletters, Constant Contact, Mail Chimp, etc.).
- j)** To pay for the labor of temporary personnel.
- k)** Equipment Maintenance agreements/warranties.
- l)** Alcoholic beverages.
- m)** Individual personal meals or beverages not associated with approved travel with no City benefit.
- n)** Fuel not associated with approved travel or unrelated to City business.
- o)** Tobacco or related items.
- p)** Entertainment. Any entertainment for City employee engagement, appreciation, or recognition events shall be approved in advance (i.e.,

external award banquet or training excursion).

- q)** Travel within the Atlanta Metro Area, e.g., Uber, Lyft, taxis, when not directly associated with an approved out-of-town travel, unless approved by the City Manager for extenuating circumstances or emergencies.
- r)** Travel program memberships that offer personal benefits. Except that, programs such as CLEAR, TSA Pre-Check, and Global Entry may be allowed for elected officials.
- s)** Other purchases are specifically excluded in other City policies, state, or federal law.

17. EXEMPTIONS/WAIVERS

- 17.1.** On a case-by-case basis, the City Manager or designee may approve certain exceptions to the list of allowable and disallowable purchases, dependent upon specific City business requirements. Cardholders **MUST** obtain **PRIOR** written approval prior to the purchase.
- 17.2.** The exception request must state the reason, including the date of the event, the nature of the event, and, if applicable, the names of the participants at the event. The request must be submitted to the Program Administrator a minimum of one (1) business day **PRIOR** to the intended purchase date for final approval. The waiver request **MUST** be signed by the Cardholder, the Department Director, and the Purchasing Director. A waiver request must be submitted for each event. There are no “blanket” waivers. Approval of an exemption or waiver is limited to the specific transaction or event described in the request and shall not establish precedent for future purchases.

18. PUBLIC INSPECTION

- 18.1.** In accordance with applicable State of Georgia laws, any documents related to purchases using City purchasing cards or City credit cards shall be available for public inspection.

19. PROGRAM ADMINISTRATION

- 19.1.** The City hereby designates the Director of Procurement as the Program Administrator. who shall work within procurement guidelines to oversee the

City's purchasing and credit card program. The Procurement Department shall issue such cards, receive and review monthly card statements, reconcile, and inform the City Manager and Internal Auditor of any unresolved violations and fraudulent card use. The City Manager shall, in conjunction with the City Attorney and Internal Auditor, act on unresolved violations and reported findings of fraudulent card use. The Director of Procurement and the Procurement Department shall:

- a) Serve as a liaison between the City's Cardholders and the issuers of such cards;
- b) Maintain all credit card statements and records;
- c) Provide instruction, training, and assistance to Cardholders;
- d) Secure all Cardholder information;
- e) Keep Cardholders up-to-date on new or changing information;
- f) Upon receipt of information indicating fraudulent use or lost/stolen cards, immediately report it to the appropriate parties, including the issuer;
- g) Ensure all card accounts are being utilized properly as set forth by local, state, and federal law;
- h) Enforce the City's policy and procedures for proper documentation and storage of receipts, logs, and approvals required under this policy;
- i) Identify any changes to named persons authorized to use a City purchasing or credit card;
- j) Perform any other duties assigned by the City Manager in complying with local, state, and federal law.

20. ACCOUNTING AND AUDITING

- 20.1.** The Procurement Director and/or the Interim Auditor, or their designees, in an effort to identify opportunities to improve the effectiveness of the P-Card and the City's credit card programs, ensure compliance with City policy and state law, will conduct monthly or more frequent reviews and audits of all City

purchasing card or City credit card transactions. The reviews and audits are designed to improve program effectiveness, identify non-compliance issues, misuse, and, through corrective measures, assist the City with improving compliance

- 20.2.** Monthly reviews and audits should be conducted within twenty (20) days of the start of each month by the Administrator, and/or the Internal Auditor. Upon completion, the Administrator and/or Internal Auditor shall notify Cardholders of any violations or questions noted during the previous month. In addition, the City Manager will prepare and submit a report containing detailed compliance metrics to the Council each month.
- 20.3.** Depending on the severity of the violation, the Procurement Director, or designee, may recommend suspending or revoking the use of the City purchasing card or City credit card after notification to the Cardholder and to the City Manager. Any unresolved violations and reports of fraudulent card use shall be reported to the City Manager, Internal Auditor, and City Attorney in writing immediately.
- 20.4.** All Cardholders are responsible for completing transactions in the designated accounting system and uploading receipts within five working days after the transaction posts in the system, unless delayed by travel status, pending dispute, merchant processing delay, or other documented circumstance communicated to the Program Administrator.

21. EMPLOYEE TERMINATION

- 21.1.** The City purchasing card or City credit card shall be immediately revoked whenever a Cardholder's employment ends with the City. It shall be the responsibility of the employee's immediate supervisor to retrieve the P-Card. The HR Department and P-Card Administrator shall confirm with the supervisor that the P-Card has been retrieved during the termination process and that all transactions have been reconciled.
- 21.2.** Prior to separation, the supervisor, HR Department, and Program Administrator shall make reasonable efforts to identify any pending or recently incurred transactions, collect supporting documentation, and ensure final reconciliation of the account.
- 21.3.** If a Cardholder, employee, or elected official leaves employment, vacates office, or otherwise becomes ineligible to attend an event for which City funds

have already been used for registration, travel, lodging, or related costs, the City shall make reasonable efforts to recover available credits, refunds, substitutions, or transfers. Additional procedures governing these circumstances may be established in the travel policy, procedures manual, or applicable ordinance.

22. MISUSE/FRAUD/ABUSE

- 22.1.** The P-Card is for official City business only, must have a public purpose, and must align with established public requirements and City policy. Purchases shall never be used for personal transactions.
- 22.2.** The City Council shall retain sole disciplinary authority over alleged P-Card misuse by its members and the Mayor, except in cases of fraudulent usage. In such cases, the City Manager shall temporarily suspend or revoke P-Cards to protect the City from financial exposure. The City Manager or other City Staff shall have no other disciplinary authority for P-Card misuse by elected officials. Upon receipt of an investigative report from the Internal Auditor, who shall investigate and report findings, but not recommend sanctions, the Council shall deliberate and determine by majority vote whether to impose sanctions and what sanctions to impose. Sanctions may include, among other actions, censure, repayment, card suspension, permanent revocation, or referral for criminal prosecution.
- 22.3.** Failure to comply with this Policy may result in corrective action, including additional training, temporary suspension, revocation of card privileges, reimbursement to the City, disciplinary action, or referral for further review, depending on the nature, severity, and circumstances of the violation.
- 22.4.** In evaluating a violation, the City may consider whether the conduct was intentional or inadvertent, whether it was self-reported, whether corrective action was promptly taken, and whether there is a pattern of noncompliance or misuse.
 - a) **Repayment:**** Cardholders shall be required to repay the City of South Fulton for any purchases found to be inconsistent with determinations of public purpose or public good, such as gifts and donations, as outlined in the Four-Pronged Test contained in this policy, within five (5) business days from notification. Repayment will be payroll-deducted if deemed necessary.

- b) **Fraud or Illegal Activity:** A P-Card will be suspended or terminated if the Cardholder is suspected of fraud, theft, or illegal activity. The Director of Procurement, City Attorney, or Internal Auditor shall, after advising the City Manager, notify law enforcement and HR Departments, in writing, of any suspected fraud or illegal activities. The Cardholder shall be notified by the HR Department of any pending investigations into the allegations.
- c) **Fraudulent Charge Reporting Requirements:** In the event a charge is determined to be fraudulent and not the Cardholder's expenditure, the Cardholder is required to immediately report the unauthorized transaction to the appropriate departmental and banking authorities. In addition, the Cardholder must obtain and submit a police report.
- d) **Reporting Violations:** Any employee having knowledge of violations of this policy and procedure governing the use of the P-Card must immediately report such activity to the Program Administrator, and appropriate department director, or to the City Manager, if a department head is suspected of the violation. If the suspected violation is by the City Manager or any elected official, the violation shall be reported to the City Attorney or the Internal Auditor. Suspected violations by the City Attorney, Internal Auditor, or Chief Financial Officer shall be reported to the City Manager.
- e) **Violations:** The use of a City purchasing card or City credit card will be revoked when the P-Card Administrator, after consultation with the City Attorney and notification of the City Manager, determines that any Cardholder has violated, standard operating procedures, the approved policies, or applicable state or federal laws or regulations regarding the use of the City purchasing card, or City issued credit card. City Council actions will be handled as outlined in Section 21.2.
- f) **Removal for other causes:** The City Manager or designee may suspend the use of any non-elected Cardholder's P-Card due to an investigation, or at their sole discretion.



City of South Fulton Agenda Item Summary

MEETING DATE

April 15, 2026

PREPARED BY

REQUESTING DEPARTMENT

Community Development & Regulatory Affairs

COUNCIL DISTRICT(S) AFFECTED

REQUESTED ACTION

First Read: Zoning Ordinance for Case Z26-005/ CDP26-002: An application by Delores A. & Robert A West c/o Dani Blumenthal, Gaskins + LeCraw requesting a rezoning from AG-1 (Agricultural/ Old National Highway Overlay District) to CUP (Community Unit Plan/ Old National Highway Overlay District) with a future land use amendment from Suburban II Neighborhood to Suburban I Neighborhood to develop a single-family residential community with 41 detaches homes on 13.83 acres at 3665 & 0 Jonesboro Road (Parcel ID: 09F130000595413, 09F130000591065 & 09F130000591800). City Council District: 5.

Staff Recommendation:

Z26-005 - Denial

CDP26-002 - Denial

Planning Commission Recommendation

Z26-005 - Denial

CDP26-002 - Denial

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)

STATUS

Financial Impact Statement Received: No
Legislative Process Complete: No

APPROVED BY

	Date:
Sara Kelly, Assistant City Attorney	
	Date:
Sharon Subadan, City Manager	
	Date:
Corey Adams, City Clerk	



**OFFICE OF THE
CITY MANAGER**

SHARON D. SUBADAN, ICMA-CM, MPS, CPM
CITY MANAGER

**COMMUNITY
DEVELOPMENT &
REGULATORY AFFAIRS**

Reginald McClendon, J.D., AICP, CPM
Managing Director

**HONORABLE MAYOR
& CITY COUNCIL**

CARMALITHA GUMBS
MAYOR

DR. CATHERINE F. ROWELL
DISTRICT 1

AARON JOHNSON
DISTRICT 2

HELEN ZENOBIA WILLIS
DISTRICT 3

JACEEY SEBASTIAN
DISTRICT 4

KEOSHA B. BELL
DISTRICT 5

NATASHA WILLIAMS-BROWN
DISTRICT 6

LINDA BECQUER PRITCHETT
DISTRICT 7

TO: City of South Fulton Mayor & Council

FROM: Department of Community Development and Regulatory
Affairs Planning & Zoning Division

SUBJECT: **Z26-005/CDP26-002: 0 & 3665 Jonesboro Rd**

MEETING DATE: April 15, 2026

The applicant is requesting a rezoning requesting a rezoning from AG-1 (Agricultural District/Old National Highway Overlay District) to CUP (Community Unit Plan District/Old National Highway Overlay District) 0 & 3665 Jonesboro Rd (09F1300000595413, 09F1300000591065, & 09F1300000591800) at with a future land use amendment from Suburban II Neighborhood to Suburban I Neighborhood to develop a single-family residential community with 41 detached homes on 13.83 acres. (Council District 5)

STAFF RECOMMENDATION: DENIAL (Z26-005)
DENIAL (CDP26-002)

PLANNING COMMISSION RECOMMENDATION: DENIAL (Z26-005)
DENIAL (CDP26-002)

APPLICATION INFORMATION

Applicant Information:	Delores A. & Robert A. West c/o Dani Blumenthal, Gaskins + LeCraw
Status of Applicant:	Applicant
City Council District(s):	5
Parcel ID Number: Area of Property:	09F130000595413, 09F130000591065, & 09F130000591800 13.83 0Acres
Existing Zoning:	AG-1 (Agricultural District/Old National Highway Overlay District)
Current/Past Use of the Property:	Vacant
Prior Zoning Cases/History:	None

SPECIFIC INFORMATION REQUEST

BACKGROUND

The applicant is requesting a rezoning requesting a rezoning from AG-1 (Agricultural District/Old National Highway Overlay District) to CUP (Community Unit Plan District/Old National Highway Overlay District) with a future land use amendment from Suburban II Neighborhood to Suburban I Neighborhood to develop a single-family residential community with 41 detached lots, internal public streets, a centralized mail kiosk, a stormwater detention pond, and a small gathering space/amenity area.

PROPERTY LOCATION

The property consists of a 13.83-acre parcel located on the north side of Jonesboro Rd and west side of the Georgia power company easement, lying and being in Land Lots 59 of the 9th District, Fulton County, Georgia. The property is in Council District 5.

2021 COMPREHENSIVE PLAN LAND USE DESIGNATION

The subject property has a future land use designation of Suburban Neighborhood as designated in the 2021 South Fulton Comprehensive Plan, which does support the proposed zoning. The Suburban II Neighborhood allows up to 8 units per acre. The proposal is to rezone CUP to permit residential development at a density of approximately 2.96 units per acre. However, the Applicant is seeking to amend the Future Land Use Designation from Suburban II Neighborhood to Suburban I Neighborhood, therefore if the amendment passes, it will support the proposed rezoning.

ADJACENT ZONING AND LAND USES

North: Union City

South: AG-1 (Agricultural District/Old National Highway Overlay District)

East: AG-1 (Agricultural District/Old National Highway Overlay District)

West: SH (Senior Housing District/Old National Highway Overlay District)

COMMUNITY AND PROPERTY OWNERS NOTIFICATION/COMMENTS

Per the requirements of Section 803.05, a Community Zoning Information Meeting was held on February 2, 2026, at 6:00pm. The applicants presented their rezoning plan to attendees, and a few residents spoke in opposition to the development offering amendments.

Staff placed the required notice of public hearing in the South Fulton Neighbor on January 28, 2026, to notify the public that Case Z26-005/CDP26-002 would be heard at the Planning Commission Meeting on March 18, 2026, and at the City Council Public Hearing on April 15, 2026.

Staff placed a notification sign in front of the subject property on January 28, 2026, to notify the surrounding community of the aforementioned hearing dates.

The Applicant was given the addresses within one mile of the subject property for the purposes of hosting their own community meeting.

APPLICABLE CODE REQUIREMENTS

- Sec. 511. - Old National Highway Overlay District.
- Sec. 404.03. - CUP community unit plan district.
- Sec. 405.01. - Landscape strip and zoning buffer requirements.

Standard of review for proposed rezoning (City Code, Appendix C, Sec. 803.06):

1) The suitability of the subject property for the zoned purposes;

The property supports the size and intensity of the proposed use. The proposed zoning district is not supported by the Future Land Use Map; However, the applicants are also requesting an amendment to the Future Land Use Map from Suburban II Neighborhood to Suburban I Neighborhood. Therefore, if the amendment passes, it will support the proposed rezoning.

2) The extent to which the property values of the subject property are diminished by the particular zoning restrictions;

The current AG-1 zoning does not diminish the unimproved property value.

3) The extent to which the destruction of property values of the subject property promotes the health, safety, morals or general welfare of the public;

Maintaining the existing zoning protects public health and safety by limiting development intensity in an area constrained by environmental features, pipeline easements, and limited roadway access. However, the proposed rezoning does not diminish property values of the underutilized development along a major corridor.

4) The relative gain to the public as compared to the hardship imposed upon the individual property owner;

Providing a wide diversity of housing types and affordability is the intent of the Suburban Neighborhood I future land use designation, while encouraging civic uses such as schools, places of worship, community centers, and facilities. While the proposed development offers 41 detached dwellings. There are other zoning districts compatible with the current future land use. Staff does not anticipate any hardship for the property owner.

5) The length of time the property has been vacant as zoned considered in the context of land development in the area in the vicinity of the property;

Staff has no knowledge of any prior development on the property.

6) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

The proposed zoning will permit a use that is suitable for the development of adjacent and nearby properties within City limits, because abutting properties are zoned and utilized as residential and agricultural nearby.

7) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

The proposal will not adversely affect the use or usability of nearby property.

8) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

According to the Code of Ordinance Sec. 207.06. - Use table the property does have reasonable economic use as currently zoned. However, CUP provides a residential component that aligns with the housing need identified in the City of South Fulton Housing Assessment.

9) Whether the zoning proposal will result in a use which will or could cause an excessive burdensome use of existing streets, transportation facilities, utilities, or schools;

The extent of burden this proposal will cause existing infrastructure is unknown to Staff at this time. The zoning proposal is less intense than the allowable gross density for residential as stated in the City's Comprehensive Plan for the subject property if granted approval for CDP amendment.

10) Whether the zoning proposal is in conformity with the policies and intent of the Comprehensive Plan;

The zoning proposal is not currently in conformity with the 2021 Comprehensive Plan. The property is in the Suburban II Neighborhood character area; however, they are applying to amend their future land use to Suburban Neighborhood I. The Suburban Neighborhood Character Area intends to provide a wide diversity of housing types and affordability in the City of South Fulton while preserving the surrounding natural, agricultural, and rural areas.

11) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal;

No other conditions are known to Staff at this time that would affect the use and development of the property.

12) Whether the zoning proposal will permit a use which can be considered environmentally adverse to the natural resources, environment and citizens of South Fulton.

The zoning proposal does not propose a use that is, or can be, considered adverse to the environment or the natural resources, environment and citizens of the City of South Fulton. The applicant has stated the floodplains, wetlands, and streams will be protected in accordance with City of South Fulton regulation. All streams will be protected by a 75' undisturbed stream buffer and additional 25' impervious setback with an addition 10' landscape easement along the entire frontage along Jonesboro Road

PUBLIC PARTICIPATION

The public participation meeting was held virtually due to inclement weather on January 26, 2026 at 6:00pm via zoom. There was a total of 5 people in attendance. The applicant stated no issues or concerns were raised at the meeting.

STAFF RECOMMENDATION

The Suburban Neighborhood Character Area intends to provide a wide diversity of housing types and affordability in the City of South Fulton while preserving the surrounding natural, agricultural, and rural areas. The area is further subdivided into two levels, Suburban I and Suburban II, which represent a transitional density from the less intense uses near rural areas to the more intensive suburban uses that are older and have a higher density. The Suburban Neighborhoods are located closest to urbanized areas and are comprised of medium-density residential housing. Included in this area are the communities of Sandtown, Cascade, Old National, and portions of Cliftondale. Public infrastructure is available. This Character Area has the highest percentage of existing developed land.

The Suburban I Neighborhood Character Area supports the following: R-3, R-3A, R-4A, CUP, NUP and SH.

The Suburban II Neighborhood Character Area supports the following zoning districts R-3, R-3A, R-4, R-4A, R-5, R-5A, TR, MIX and NUP.

Therefore, the CUP rezoning request would be supported in the Suburban I Neighborhood Character Area if the amendment passes.

Regarding the proposed zoning, The Community Unit Plan district is described in the South Fulton Zoning Code as follows:

CUP Community Unit Plan District. The CUP District identifies land areas for a variety of housing types, including single-family and multi-family uses, within a planned community setting. The CUP District is intended to:

1. Encourage the development of large tracts of land as planned communities;
2. Encourage flexible and creative concepts in site planning;
3. Preserve the natural amenities of the land by encouraging scenic and functional open areas;
4. Provide for an efficient use of land;
5. Provide a stable residential environment compatible with surrounding residential areas; and
6. Protect neighboring properties by requiring larger peripheral lots adjacent to larger lot developments.

The purpose and intent of the Old National Highway Overlay District is as follows:

- a) The City Council of South Fulton, Georgia hereby declares it to be the purpose and intent of the Old National Highway Overlay District (District) to establish a uniform procedure for providing for the protection, enhancement, preservation, unity of design, and use of places, sites, buildings, structures, streets, neighborhoods, and landscape features in the Old National Highway District in accordance with the provisions herein.
- b) The Old National Highway Overlay District is adopted as part of a strategy designed to promote the health, safety, order, prosperity, and general welfare of the citizens of South Fulton through the regulation of design, aesthetics, location, bulk, size of buildings and structures, and the density and distribution of population.
- c) This District also seeks to reduce congestion on the streets; to provide safety from fire, flood and other dangers; provide adequate light and open space; protect the natural environment and address other public requirements, in order to provide sustainable

development that involves the simultaneous pursuit of economic prosperity, environmental protection and social quality.

- d) This District also seeks, among other things, to promote accepted design principles in areas of new development and redevelopment, to raise the level of community understanding and expectation for quality in the built environment, to protect and enhance local aesthetic and functional qualities, and to stimulate business and promote economic development.
- e) In consideration of the character of the Old National Highway District, the regulations in this Section 511 are intended to monitor the suitability for certain uses, construction and design, prevent functional and visual disunity, promote desirable conditions for community and commerce and protect property against blight and depreciation.

While residential development may be appropriate in this general area, the requested rezoning goes against the future land use and does not reflect the minimum change necessary to allow reasonable amendment as the supported Suburban II Neighborhood Character areas may suffice for the proposed development of 2.96 dwelling units per acre. Furthermore, the subject property primary access is proposed from Georgia State Route 138 (Jonesboro Road), a GDOT-maintained speed limit of 55 mph. Staff express concerns with the site plan regarding turning lanes entering and exiting the proposed subdivision.

However, the applicant has made further revision to add an addition 10' landscape easement along the entire frontage along Jonesboro Road with shadow box fencing. The applicant also states the amenity area will include a covered pavilion and tot lot; and addition to reducing the rear setbacks to provide space to accommodate ranch homes. Noting, Lots 1, 11, 12, 18, 23, 24, 32, and 35 are widened to accommodate the ranch style homes with 2-car garages. While a gathering space will be added adjacent to lots 17 and 18 in addition to amenity area located by the mail kiosk. If the proposed rezoning is approved.

Staff recommends **DENIAL** based on these factors for Rezoning.

Staff recommends **DENIAL** based on these factors for Community Development Plan.

PLANNING COMMISSION RECOMMENDATION: **DENIAL (Z26-005)**
DENIAL (CDP26-002)

PREPARED BY: Adriana Echols, Planner

REVIEWED BY: Reginald McClendon, Director, CDRA

Proposed Zoning Conditions by applicant – Z26-005/CDP-002

To the owner's and developer's agreement to abide by the following:

1. To the revised Site Plan received by the Department of Community Development and Regulatory Affairs on 3/2/2026 (dated 2/25/2025). Said Site Plan is conceptual only and must meet or exceed the requirements of the Zoning Resolution, Subdivision Regulations, and these conditions prior to the approval of a Land Disturbance Permit.
2. The development shall not exceed 3 units per acre or 41 units.
3. Single-family dwellings only.
4. Development Standards:
 - a. Maximum number of lots – 41
 - b. Front setback – 20'
 - c. Side setback – 5'
 - d. Side corner setback – 15'
 - e. Rear setback – 10'
5. Provide a 100' zoning buffer along property boundary adjacent to a municipal jurisdiction adjacent to the City of South Fulton (Union City), in compliance with Code Section 405.01(2) and in conformance with the Zoning Site Plan.
6. There shall be a mandatory HOA to own and control all undisturbed buffers, greenspace, and other open space/common areas and amenities.
7. Provide a decorative entrance monument.
8. Provide 2 amenity areas.
9. Provide enhanced landscaping (10' in width) and shadowbox fencing along Jonesboro Road, in conformance with the Zoning Site Plan.
10. Provide a mixture of two-story homes and one-story (ranch) homes.
11. All dwelling units shall have a 2-car garage.

Suburban Neighborhood

The Suburban Neighborhood Character Area intends to provide a wide diversity of housing types and affordability in the City of South Fulton while preserving the surrounding natural, agricultural, and rural areas. The area is further subdivided into two levels, Suburban I and Suburban II, which represent a transitional density from the less intense uses near rural areas to the more intensive suburban uses that are older and have a higher density.

The Suburban Neighborhoods are located closest to urbanized areas and are comprised of medium-density residential housing. Included in this area are the communities of Sandtown, Cascade, Old National, and portions of Cliftondale. Public infrastructure is available. This Character Area has the highest percentage of existing developed land.

Other types of development allowed in Suburban Neighborhood include civic uses such as schools, places of worship, community centers, and facilities. Within the Suburban II Neighborhood, Character mixed-use developments may be allowed to encourage redevelopment of older areas. I

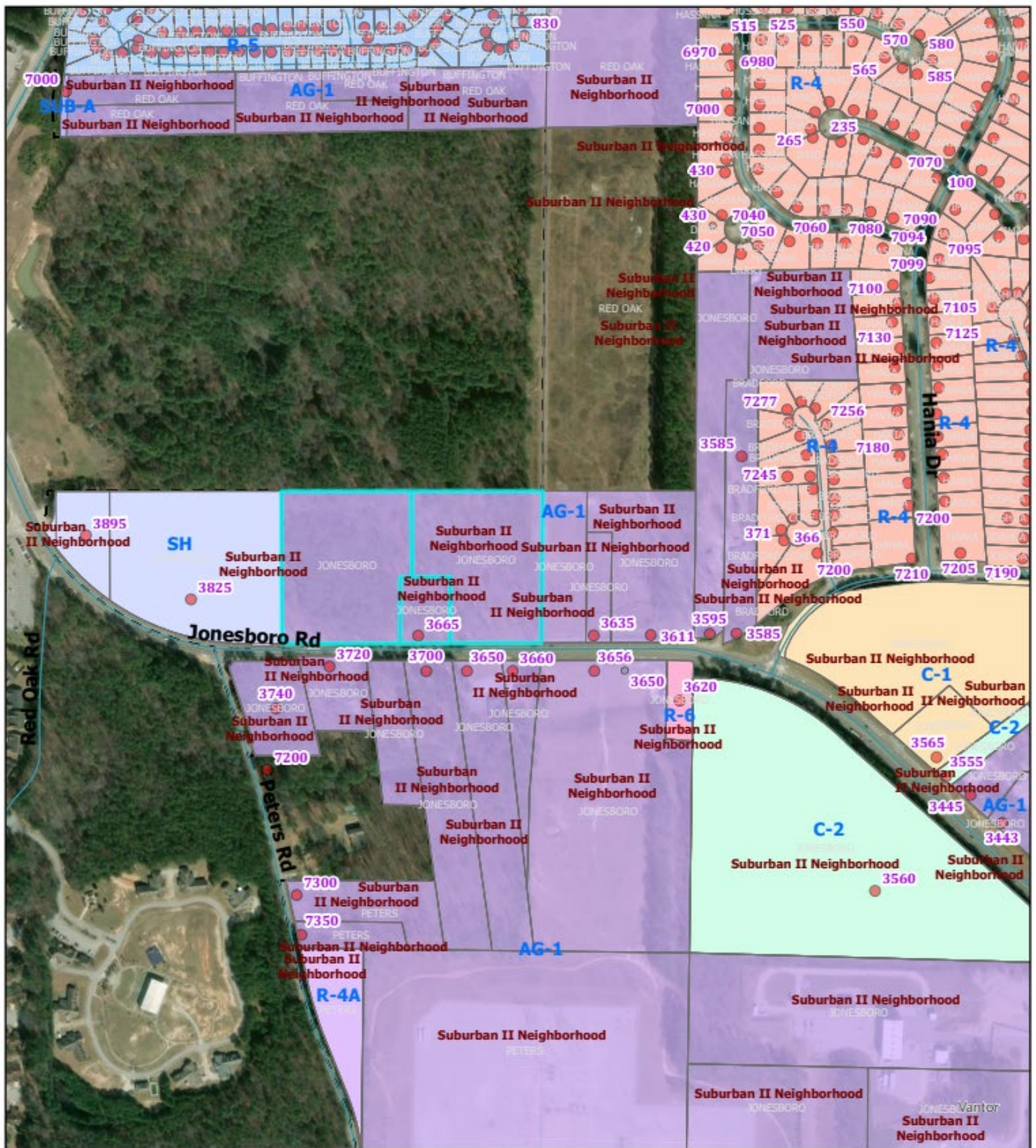


Gross Density
Suburban I
Up to 3 Units per acre
Suburban II
Up to 8 Units per acre

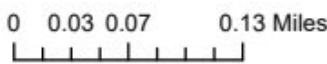
Zoning
Suburban I
R-3,R-3A,R-4A, CUP, NUP, SH

Suburban II
R-3,R-3A,R-4, R-4A, R-5,R-5A,TR, MIX, NUP

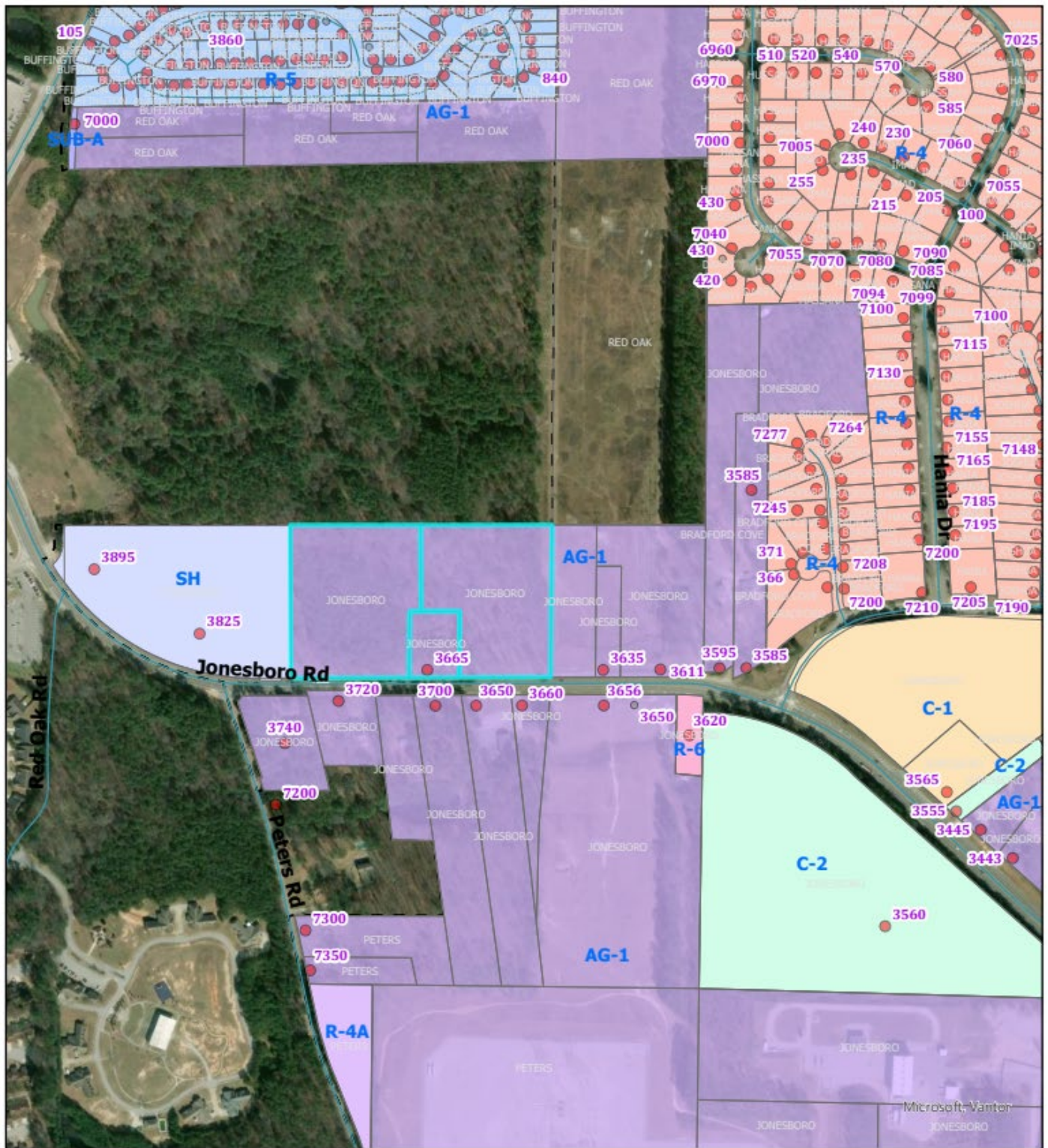




3665 - 0 Jonesboro Road - Future Land Use Map



The City of South Fulton provides the data on this map for your personal use "as is". The data is not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. The City of South Fulton assumes no responsibility for losses resulting from the use of this data, even if the City of South Fulton is advised of the possibility of such losses.



3665 - 0 Jonesboro Road - Zoning Map

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3665 - 0 Jonesboro Road - Aerial Map

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0 0.03 0.07 0.13 Miles







PUBLIC PARTICIPATION PLAN REPORT FORM E

Applicant: Gaskins + LeCraw Petition No. Z26-005/CDP26-002
Date: 1/27/2025

1. The following parties were notified of the requested rezoning/use permit:
Everyone from the provided mailing list was notified of the filed applications. Additionally, the Mayor
and all Council members were sent notices.
2. The following meetings were held regarding this petition: (Include the date, time, and meeting location.)
A meeting was held 1/26/2026 at 6pm. The meeting was intended to be hybrid (Zoom and at Dennard
Library), but was held online only, due to unsafe weather conditions.
3. The following issues and concerns were expressed:
No issues or concerns were raised at the meeting.
4. The applicant's response to issues and concerns was as follows:
Not applicable.

Applicants are required to attach copies of sign-in sheets from meetings as well as meeting announcements, i.e., notices, flyers, letters, and any other documentation which supports the opportunity for public input.

Attach additional sheets as needed.

Notification post card and sign-in sheet are attached to this form. Please note that only two of the registrants listed on the attached sheet attended and participated in the Community Meeting.