



# City of Fairburn Work Session

## Agenda

July 25, 2022

6:00 pm

### *The Honorable Mayor Mario Avery, Presiding*

The Honorable Mayor Pro-Tem Hattie Portis-Jones  
The Honorable Linda J. Davis  
The Honorable Pat Pallend

The Honorable Alex Heath  
The Honorable Ulysses J. Smallwood  
The Honorable James Whitmore

Mr. Rory Starkey  
Mr. Tony Phillips  
Brenda B. James

City Attorney  
City Administrator  
City Clerk

- I. Meeting Called to Order: The Honorable Mayor Avery
- II. Roll Call: City Clerk
- III. Agenda Items:
  1. Presentation regarding Electric Vehicles (**Representative Derrick Jackson**)
- IV. Adjournment



# EV Charging Stations Rep. Derrick Jackson

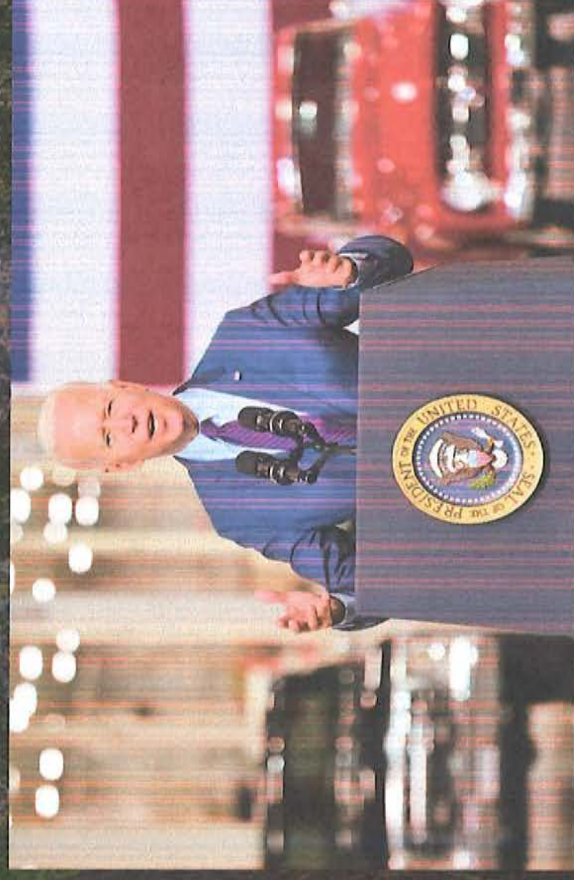
July 25, 2022



*EV Charging Stations*

# INFRASTRUCTURE

The \$5 billion from the infrastructure law will be distributed to states to assist with building more charging stations across the country, with another \$2.5 billion in local grants & programs to incentivize the construction of charging stations in rural areas and disadvantaged communities.







Vice President **Kamala Harris** detailed a new plan for the federal government to support the construction of **500,000** electric vehicle (EV) charging stations across the United States with **\$5** billion from the **\$1** trillion infrastructure bill signed into law by President **Joe Biden**.

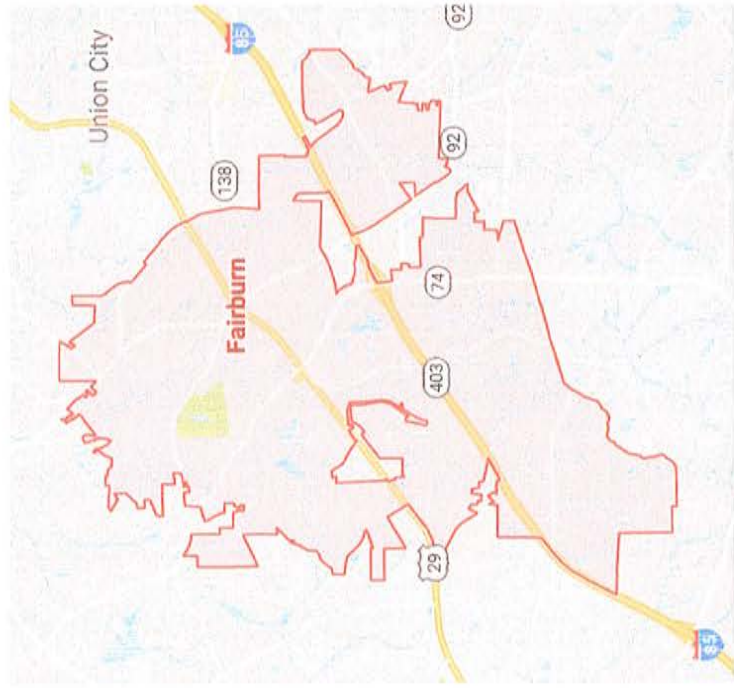




Georgia Department of Transportation (GDOT) to deliver a strategic plan for electric vehicle (EV) charging stations. The plan is an essential step in securing funds through the \$5 billion National Electric Vehicle Infrastructure (NEVI) grant program, part of the \$7.5 billion grant program package established by the 2021 bipartisan Infrastructure Investment and Jobs Act (IIJA).



The two-part \$2.5 billion Discretionary Grant Program for Charging and Fueling Infrastructure is also emerging with a focus on meeting policy goals related to equitable EV charging access in underserved, overburdened and rural communities.



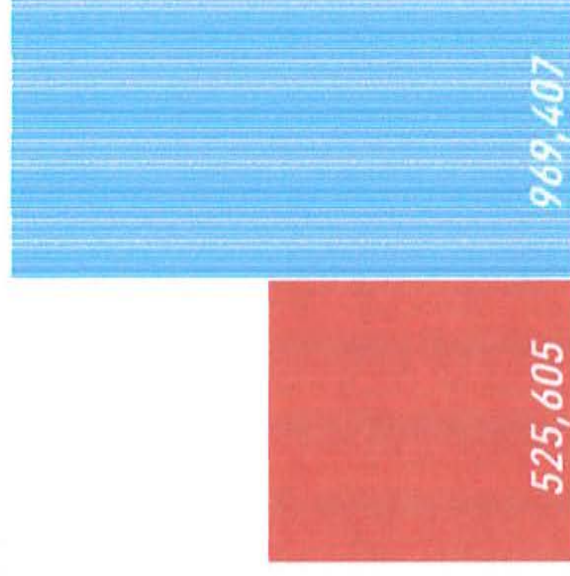






## ELECTRIFIED VEHICLE SALES, 2020 VS. 2021

PERCENT GROWTH: 84.4%



Hybrid electric and plug-in hybrid electric vehicles (HEVs and PHEVs)

PERCENT GROWTH: 89.0%



Electric vehicles (EVs)



# Electric Vehicles (EVs) Compared to Gas

\$

\$1,320/year  
fuel & maintenance



**ELECTRIC**

charged with PCE's ECOplus  
90% greenhouse gas free energy

Emissions:  
**354**  
lbs CO<sub>2</sub>/year

\$

\$1,644/year  
fuel & maintenance



**PLUG-IN HYBRID**

charged with PCE's ECOplus  
90% greenhouse gas free energy

Emissions:  
**1,728**  
lbs CO<sub>2</sub>/year

\$

\$2,509/year  
fuel & maintenance



**GAS CAR**

25 miles/gallon

Emissions:

**7,185**

lbs CO<sub>2</sub>/year

20x that of an

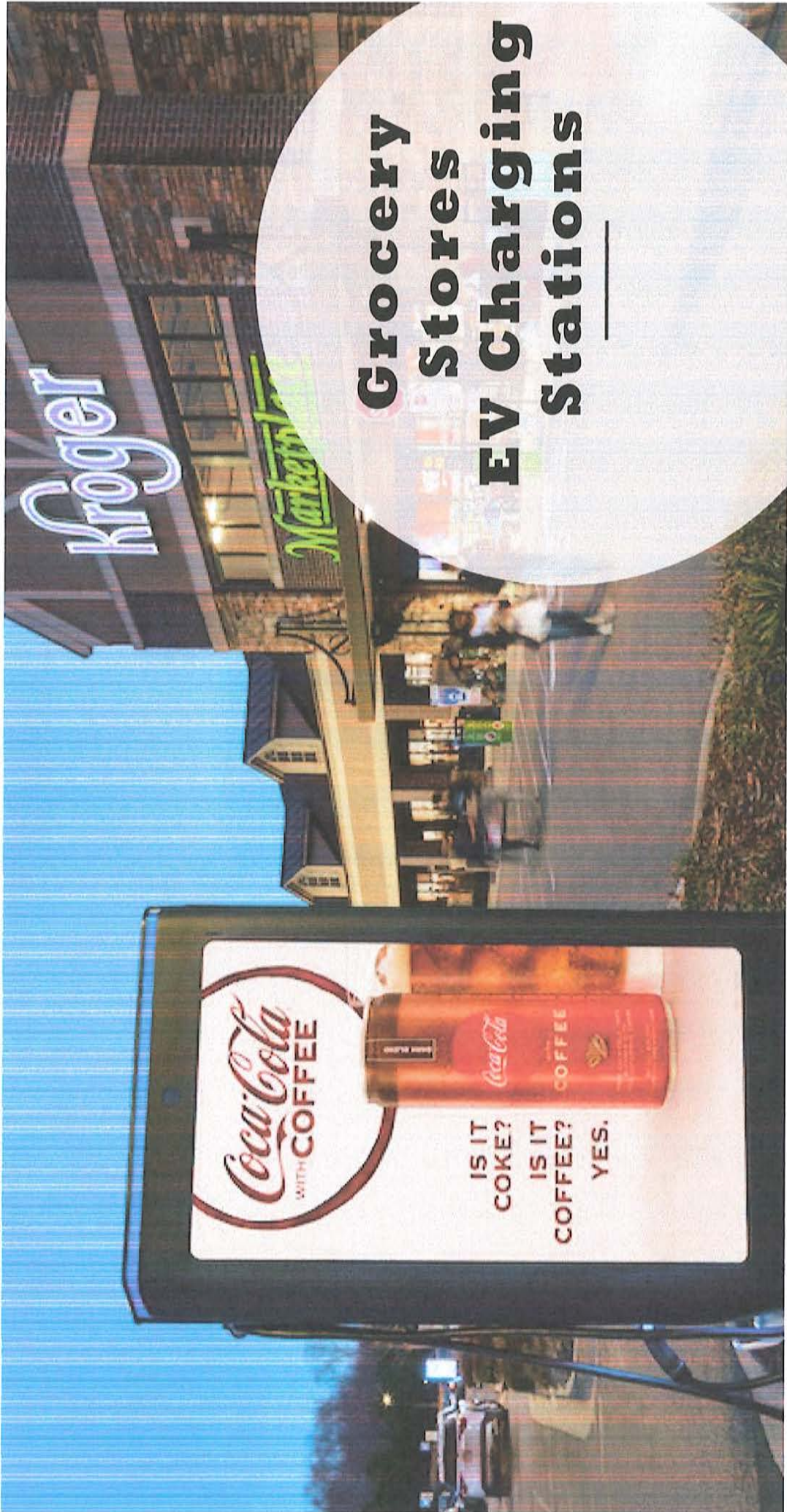
EV on ECOplus



# EV Charging Stations



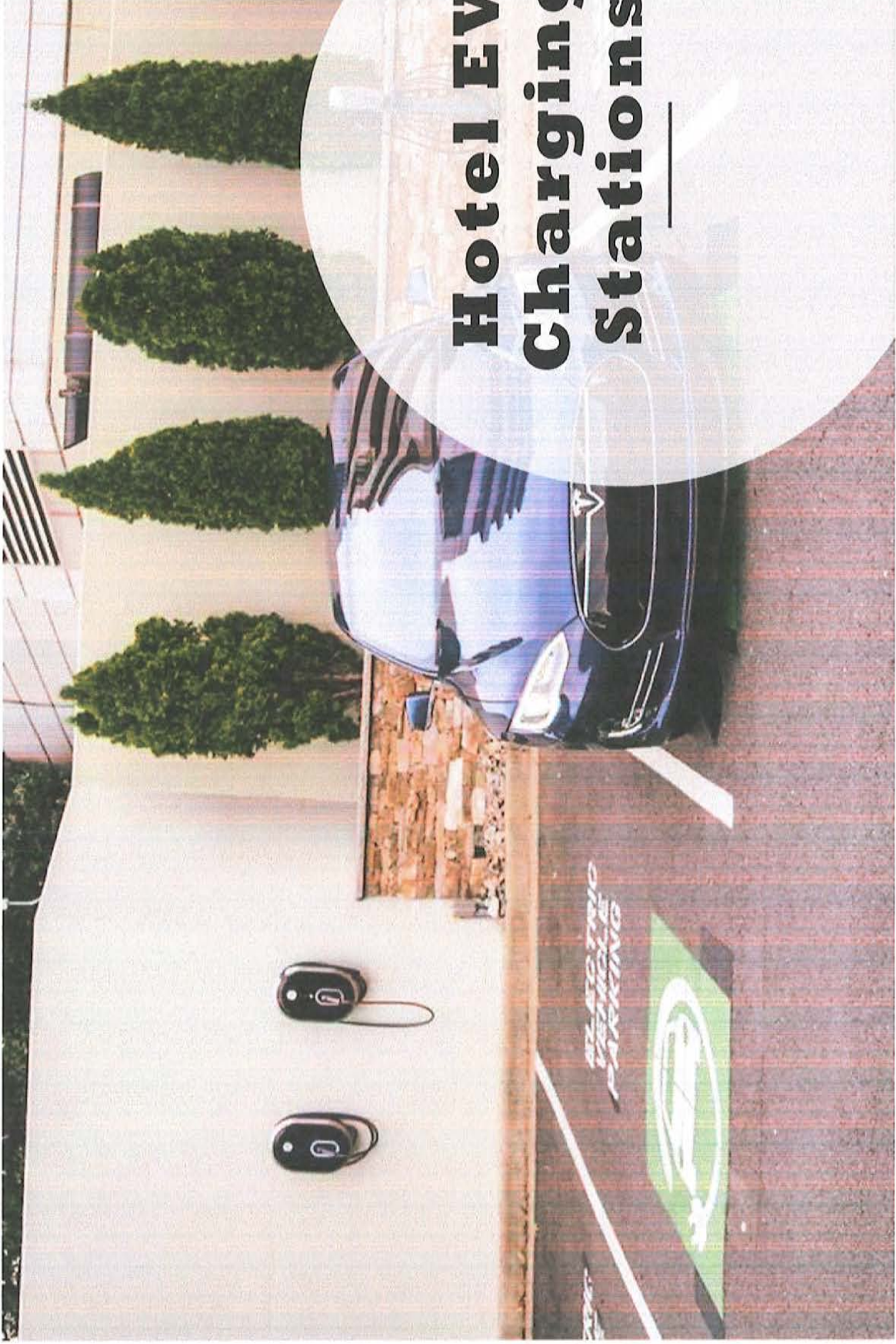




**Grocery  
Stores  
EV Charging  
Stations**

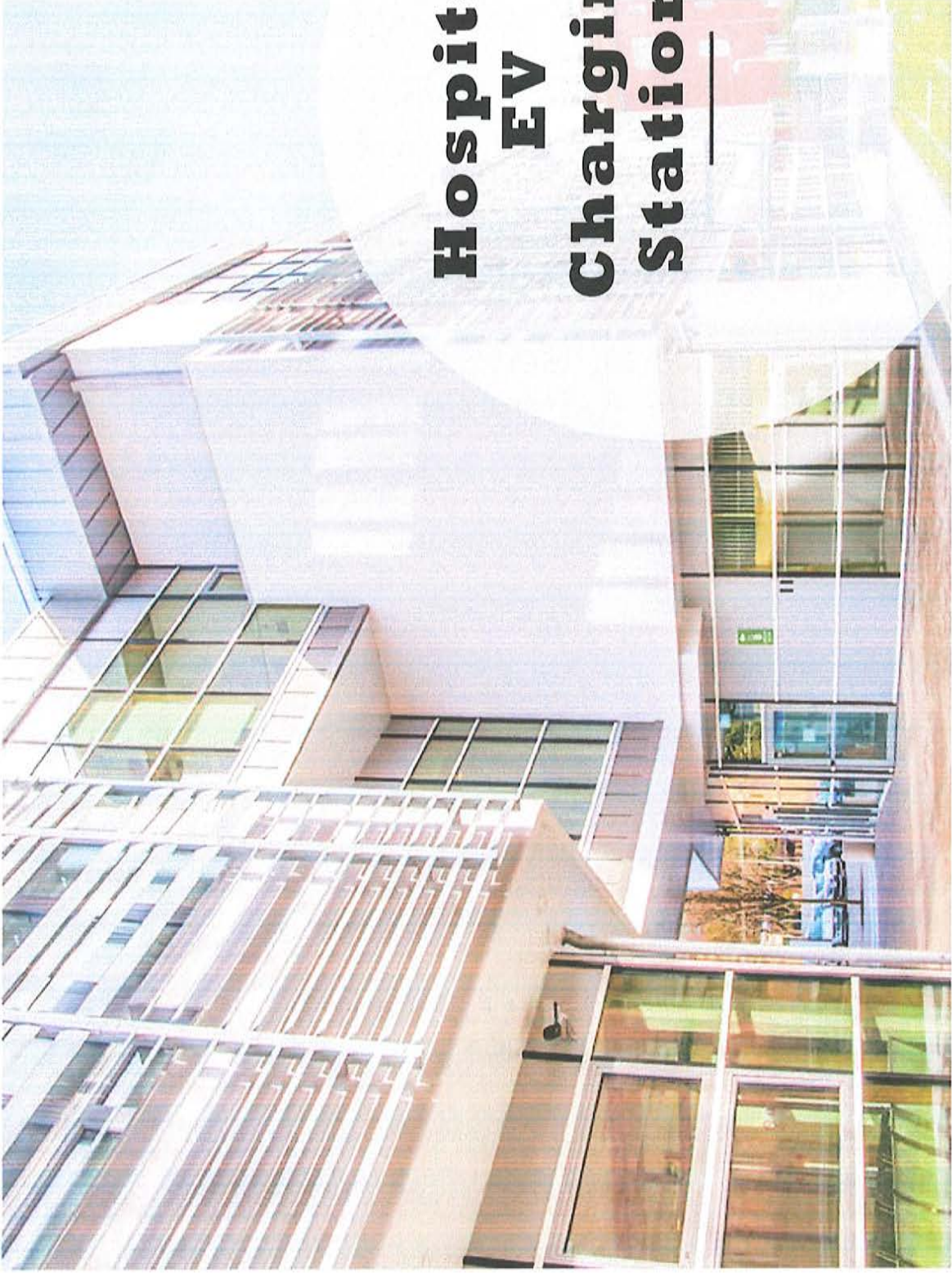


# Hotel EV Charging Stations





# Hospital EV Charging Stations





# A LOOK AT THE THREE ELECTRIC VEHICLE CHARGERS



**120**  
**VOLT**



STANDARD  
HOUSEHOLD  
WALL OUTLETS

**16**  
**AMPS**



AMPS

**5**  
**MILES**

PER CHARGING HOUR

**240**  
**VOLT**



REQUIRES  
EXCLUSIVE  
CHARGING  
EQUIPMENT

**80**  
**AMPS**



AMPS

**60**  
**MILES**

PER CHARGING HOUR

**480**  
**VOLT**



LIMITED  
COMPATIBILITY  
WITH VEHICLES

**300**  
**AMPS**



AMPS

**249**  
**MILES**

PER CHARGING HOUR





The goal is to create  
a cleaner, greener  
economic future for  
Georgia and beyond!





Contact

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# City of Fairburn Council Meeting Agenda

July 25, 2022

7:00 pm

## *The Honorable Mayor Mario Avery, Presiding*

The Honorable Mayor Pro-Tem Hattie Portis-Jones  
The Honorable Pat Pallend

The Honorable Alex Heath  
The Honorable James Whitmore

Mr. Rory Starkey  
Mr. Tony Phillips  
Ms. Brenda B. James

City Attorney  
City Administrator  
City Clerk

- I. Meeting Called to Order: The Honorable Mayor Avery
- II. Roll Call: City Clerk
- III. Invocation: Pastor LaReese Howell, New Horizons in Faith Church
- IV. Pledge of Allegiance:
- V. Presentations and Proclamations:
- VI. Adoption of the City Council Agenda:
- VII. Approval of the Minutes:
- VIII. Public Comments: Thirty (30) minutes shall be available for public comments. Each speaker shall be limited to three (3) minutes; however, a speaker may transfer his or her three (3) minutes to another speaker, but no speaker shall be permitted to speak for more than (6) minutes; further in the event, if more than ten (10) speakers desire to speak, each speaker shall be limited to two (2) minutes and no speaker may speak more than four (4) minutes. Issues raised at this time are generally referred to City Administration for review. Responses will be provided later.
- IX. Agenda Items/Public Hearings:

### **1. FY 2021-2022 Budget Amendment- Retention Bonus**

**Recommendation:** For Mayor and Council to approve the ordinance to amend the FY 2021-2022 Budget to provide for a onetime \$3,000 retention bonus for Police and Fire.  
**(Finance Department)**



## 2. SOOFA Smart City Digital Display Installation

**Recommendation:** For Mayor and Council to approve the installation of two digital kiosks as a part of a pilot project to provide neighborhood navigation, community and event announcements, pedestrian and transportation data metrics, polling and business advertising within the downtown Historic Commercial District. Funds are from the National Endowment for the Arts with a \$10,000 Matching Grant. (**Economic Development**)

- |       |                                   |                   |
|-------|-----------------------------------|-------------------|
| X.    | Finance Director Monthly Report   | Peterson David    |
| XI.   | City Administrator Monthly Report | Mr. Tony Phillips |
| XII.  | Council Comments                  |                   |
| XIII. | Adjournment:                      |                   |

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





City of Fairburn  
Mayor and Council Meeting  
Minutes  
July 11, 2022  
7:00 pm

I. The meeting was called to order at 7:00 pm by Honorable Mayor Mario Avery.

II. Roll call by Deannia Ray, Deputy City Clerk, found the following members present:

The Honorable Mayor Mario Avery

The Honorable James Whitmore  
The Honorable Alex Heath  
The Honorable Linda J. Davis

The Honorable Pat Pallend  
Mayor Pro Tem Hattie Portis-Jones (Zoom)  
The Honorable Ulysses J. Smallwood

Also present was City Administrator, Tony Phillips, Deputy City Clerk, Deannia Ray, and Attorney's, Valerie Ross, Serena Nowell and Rory Starkey.

III. Pastor Carnetta Frazier of Love Deliverance Outreach led the invocation.

IV. The Pledge of Allegiance was said in unison.

V. Presentations and Proclamations: N/A

VI. Adoption of the Agenda:

Councilman Heath made a motion to approve the agenda as submitted, with the second provided by Councilwoman Davis. **The motion carried unanimously.**

VII. Approval of Minutes:

June 13, 2022, Regular Meeting Minutes – Councilman Smallwood made a motion to approve the June 13, 2022, minutes as submitted with the second provided by Councilman Heath. **The motion carried unanimously.**

VIII. Public Comments:

Walter Brown resides at 171 Azalea Drive and stated he was very concerned about the tax increase from last year and wanted to know how the bonds were spent. He also shared his concern of the yard debris and trash on Fayetteville Road.

Todd Ireland stated he is the owner of Ireland Enterprises located at 274 Senoia Road, Suite 6A and has been in Fairburn since 2018. He thanked the Fire and Police departments for the Community Outreach Programs and wanted to set up a meeting with the Mayor to discuss getting youth more involved in the community.



Brian Boulware, owner of the Cigar Lounge thanked the Police, Fire and Planning departments for offering first class service. He was speaking tonight in support of the apartment project and asked the development be considered.

IX. Agenda Items/Public Hearings:

1. **Rezoning 2022044 Grind Capital Group (Public Hearing)**

For Mayor and Council to consider the rezoning of 32.3 acres from AG (Agriculture) to M-1 (Light Industrial) to allow the development of a warehouse.

Planning and Zoning Director, Tarika Peeks stated the applicant, Grind Capital Group, is requesting to rezone 32.3 acres from AG (Agriculture) to M-1 (Light Industrial) to develop a 273,000 square feet warehouse, a future expansion totaling 401,000 square feet with frontage on Bohannon Drive/Bohannon Road. There are two proposed ingress and egress points to the site on Bohannon Road. The development includes truck and vehicle parking, landscaping, and onsite stormwater management facility.

The Future Land Use Map has the subject property designated as Rural Residential, and this character area is appropriate for one acre or larger lots to preserve a rural feel.

The Planning and Zoning Commission reviewed the rezoning application on June 7, 2022, and their recommendation is Denial.

**Spoke in Opposition:**

Ellen Samuels  
Jean Shinstein  
Phyllis Lassiter

**Spoke in Favor:**

Richard Benton – Property Owner(s)  
Justin Golshir – Grind Capital Group

Mayor Pro Tem Portis-Jones made a motion to deny the rezoning of 32.3 acres from AG (Agriculture) to M-1 (Light Industrial) and the second was provided by Councilwoman Davis.

Mayor Pro Tem Portis-Jones stated she has served on council for nine years and have always taken into consideration what the residents want and was very upset that the property owner insulted a neighborhood. She stated that Council makes the decisions based on the entire city, and they have prepared the City's Comprehensive Plan for fifteen years, in which every five years, we renew. Each time, we solicit citizen engagement and each time this area was approved as rural residential, so I vote no on this proposed zoning.

Councilwoman Davis addressed Mr. Golshir and stated Council does not make decisions for tax revenues, we take other things into consideration. We do have visions for this entire city, it's not done in pieces and parcels and your project is out of place in that area. She visited each neighborhood surrounding this project and stated the rezoning request does not fit. However, she



does appreciate the items that was identified as the positives for the City.

Councilman Whitmore agreed with both council members and stated he knew the challenges with Meadow Glen with trucks going through that community and stated it is not a good thing. In reviewing the Future Land Use Map, we have worked diligently in listening to citizen concerns, and every five years they come in and are engaged with the elected officials so we can continue to improve the Future Land Use Map and Comprehensive Plan. There are other ways we can envision something more suitable for this area, another warehouse is not one of those. He is in agreement with the Planning & Zoning Board and will vote to deny this request.

Mayor Avery stated City Council had a retreat in April and reviewed a wish list with the three R's. We looked at all the different areas in the City, the parks, and the Downtown Development. One of the things we took into consideration was the Future Land Use Map and the Comprehensive Plan and with the rules and guidelines to follow, with that, he cannot support this rezoning request.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

**2. Rezoning 2022045 SCP Acquisitions, LLC with Concurrent Variance 2022046 (Public Hearing)**

For Mayor and Council to consider the rezoning of 14.98 acres from C-2 (General Commercial to PD (Planned Development) to allow a planned development.

Planning and Zoning Director, Tarika Peaks stated the applicant, SCP Acquisitions, LLC is requesting to rezone 14.98 acres from C-2 (General Commercial) to PD (Planned Development) to develop a planned community with 288 multi-family residential units, 4,000 square feet of commercial space, and 5.1 acres of conservation open space with a concurrent variance to reduce the number of parking spaces from 2 spaces per unit to 1.5 spaces. There are two access points to the proposed development from Meadow Glen Parkway and Renaissance Parkway. The proposed development will consist of the many amenities.

The Future Land Use Map has the subject property designated as Highway Mixed-Use, and the proposed planned development is appropriate for this commercial character area.

Based on the proposed development's consistency with the 2040 Comprehensive Plan and Future Land Use Map, staff's recommendation is Approval Conditional. The Planning and Zoning Commission reviewed the rezoning application on June 7, 2022, and their recommendation is Approval Conditional.

The conditions are as follows:

**A. To the owner's agreement to restrict the use of the subject property as follows:**

1. Multi-family residential units at a density no greater than 20 units per acre or 288 units, whichever is less.
2. Commercial use at 4,000 square feet (approx. 2,000 square feet per building)



- a. Permitted uses under C-2 (General Commercial) except liquor stores, car/truck rental or sale/leasing, auto repair/tire/body shop, auto supply store, parking lot/garage, recycling center, gasoline service station, and funeral services are specifically prohibited

B. To abide by the following:

The property shall be developed in substantial conformity with the Zoning Site Plan [Development Plan] prepared by b+c Studio and attached as Exhibit B. Any determination as to “substantial conformity” and deviation from the site plan shall be approved by the Department of Community Development staff. The site plan is conceptual only and must meet or exceed the requirements of the City’s regulations prior to the approval of a Land Disturbance Permit.

C. To the following site development standards:

1. Development standards shall be as follows:

a. Building setbacks:

- i. Front: 5-22 feet
- ii. Side: 15-23 feet
- iii. Rear: 15 feet

**Multi-family residential Use**

1. Minimum nine (9) foot ceilings. Excluding fur downs for HVAC and plumbing.
2. Full amenity package including recreation area, courtyards, swimming pool, fitness center, dog wash room, dog park, walking trail, and club room.
3. The number of three (3) bedroom units shall be limited to no more than ten percent (10%) of the total number of units.
4. Exterior materials shall be a minimum of thirty percent (30%) brick or stone and forty percent (40%) stone or other cementitious material.
5. All roof-mounted equipment shall be screened from the public right-of-way.
6. The property shall have an entry gate at all vehicular access points and a fence surrounding the residential portion of the property. Wood fencing material shall be prohibited. Stream buffers shall be excluded from this requirement.
7. Garages shall be provided for at least 10 -15 percent of the total number of units.
8. A multi-use wood chip/mulch trail (approx. 1,300 linear feet) shall be included in the development.
9. A minimum of two (2) alternative fuel vehicle charging stations shall be included in the development.
10. The developer shall in good faith establish a rental program for Fairburn public safety (i.e. Fire, Police, EMT) as well as other City of Fairburn personnel.

**Commercial Use**

1. Refuse areas (trash containers) shall be placed in the least visible location from the public streets and shall be enclosed on three sides with brick, stone, or other cementitious materials used on the façade of the buildings.
2. The front façade of the commercial uses shall be a combination of brick, stone, glass, and/or other cementitious sidings.
3. Burger bars, steel gates, metal awnings, and steel roll-down curtains are prohibited on the exterior and interior of all structures.

## **General**

1. A master sign plan shall be created for the entire project. Internal sign lighting shall be prohibited. Exterior sign lighting for multi-family residential and commercial uses shall be of similar color, shape, material, and overall style.
2. Lighting fixture height, style, design, and illumination levels shall be compatible with the building design and height and shall consider safety, function, and aesthetics. Lighting fixtures installed along sidewalks shall be of a pedestrian scale and shall not exceed 20 feet in height.
3. All utilities shall be installed underground throughout the development area.
4. Pedestrian walkways (sidewalks) shall be designed and constructed to allow for connectivity between the multi-family, commercial, amenities, and open spaces throughout the development.
5. Parking located outside of the residential gated area shall be shared amongst the multi-family residential and commercial uses.
6. The following building façade materials are prohibited for the entire development:
  - a. Exterior Insulation Finishing Systems (EIFS)/Synthetic Stucco
  - b. Metal panel systems
  - c. Corrugated steel
  - d. Smooth concrete; masonry or plain
  - e. Cinderblock
  - f. Reinforced concrete slabs
  - g. Aluminum or vinyl siding
  - h. Plywood
  - i. Presswood
  - j. Mirrored (or use highly reflective) glass

### **Spoke in Favor:**

Will Cassidy – SCP Acquisitions LLC

### **Spoke in Opposition:**

N/A

Councilmember Whitmore made a motion to approve the rezoning request with the conditions as presented with the second provided by Councilwoman Davis.

Councilwoman Davis stated she read where there was only one meeting and seven property owners were present. She asked what the resident's concerns were and why weren't there more meetings.

Mr. Cassidy stated they did extend the radius to the entire Meadow Glen neighborhood and they did some more community engagements by speaking with residents and businesses one on one as there were no objections. Most of the concerns were the location of the property, there was some confusion on the existing Tractor Supply that is under construction. We are on the opposite side of the highway so that didn't pertain to us.

Councilwoman Davis stated the parking spaces changed from 2 to 1 ½ parking spaces and she called Dylan to see if residents had any issues with parking. The Manager stated they had



adequate parking with no issues.

Mr. Cassidy explained that most codes are written around a space count per unit but in their case, because we do a higher concentration of one bedroom, we look at the parking space per bedroom ratio. He thanked Councilwoman Davis for calling Dylan. This will allow us to build more greenspace, amenities and more things as opposed to totally underutilized parking.

Councilwoman Davis asked Ms. Peeks if she sees a need for changes in our parking regulations.

Ms. Peeks stated our parking regulations are antiquated and there is a cause for review. Our current ordinance for parking for residential use is two parking spaces per residential use, it doesn't take account for what type of residential use.

Councilwoman Davis stated having more rooftops would help us in a lot of ways like getting nice restaurants, etc. and asked what the area range for attracting that quality commercial retail would be.

Ms. Peeks stated she did not know the number.

City Administrator, Tony Phillips stated that is a function of our Economic Development Department. The numbers play out differently, so we've added Mr. Pike, an expert to our team to be sure we can focus on that. Economic Development will bring forth more information on how we can get our arms around what those numbers should look like, rooftops are key.

Mayor Avery stated one of the reasons we brought Mr. Pike on board was to have someone that knows the industry.

Councilman Smallwood asked what the capacity was for Dylan and Solstice. Mr. Cassidy stated the capacity is at 99% and it's tough to find a place. Nationally, this has been a trend and with the population growth like in Fairburn, our challenge will be meeting the demand.

Councilman Whitmore stated Dylan and Solstice are very well produced projects and because of the cost of homes, people are going into condos and apartments. Councilman Whitmore asked for a breakdown on the ratio of bedrooms and starting price range of rent.

Mr. Cassidy stated one bedroom is at 64%, two bedrooms at 32% and three bedrooms is at 4%. One bedroom will start at \$1,450 to \$1,650, two bedrooms will start at \$1,950 and three bedrooms will start at \$2,300 a month.

Councilman Whitmore asked how many commercial entities they were anticipating.

Mr. Cassidy stated it was a little early to answer that, but they will determine what uses are needed and will target those and seek out that industry whether it be a restaurant, dry cleaning, or other businesses. Based on the square footage, there will be between two to six businesses in total. Councilman Whitmore asked as soon as they know what businesses are coming, to share that information with the City Administrator, we want to make sure that you share the job opportunities with Fairburn residents.

Mayor Pro Tem Portis-Jones asked Mr. Cassidy if the last request was at the same location. He stated, yes it was. She stated on that last request, Council denied, it was a similar project as



submitted today without the retail. She asked Ms. Peaks if this was the first mixed use project in Fairburn and Ms. Peaks stated yes, this was the only mixed-use project to include commercial and residential. Durham Lakes has a commercial component but has not been built yet.

Mayor Pro Tem Portis-Jones stated the reason of the denial was because you had asked the City for tax breaks and wanted to know if that was the case in this project. Mr. Cassidy stated yes, we plan on working with the Development Authority in Fairburn to pursue a Bond for Title program. That will enable us to bring down the cost of housing from the rates I mentioned. We have implemented the same program on the other two projects, the Solstice and Dylan. She stated if you get tax breaks and mentioned \$1,450 as starting rent, that is not affordable and feels that rate needs to be reconsidered. She asked if the rent could be revisited, and a percentage lowered to meet the State and Federal guidelines for affordability.

Mr. Cassidy stated they always try to create the best affordability they can because that helps them to ensure that the property will be fully leased. We can certainly, investigate how to potentially incorporate some type of curve or identified percentage of units if that is something the Development Authority wants to work with us to do.

Mayor Pro Tem Portis-Jones stated that was the problem, now housing is becoming unaffordable in Fairburn. Your back before us with the same area to develop a similar project with a twist, speaks to the demand but affordability is an issue and would like for us to have some conversation about that. She stated the square footage for the retail space is about 4,000 square feet which would be anywhere from two to six commercial units. She asked why the retail space at the corners rather than the whole first floor. Mr. Cassidy stated first, they would all need parking and visibility. This is a visible corridor; you can see the retail space when you drive by. When you enter into a total ground floor retail, you enter into a whole new construction type and takes your construction costs through the roof. She asked where the parking was for retail. Mr. Cassidy stated that this is a gated community and there is public parking beyond the two gates listed on the site plan. Ms. Peaks stated they met the parking requirements for the Highway 74 overlay district, which is one space for every 200 square feet of commercial space.

Mayor Pro Tem Portis Jones made a substitute motion for a continuance to work on affordability. The substitute motion failed due to a lack of a second.

Mr. Cassidy requested that we separate the zoning and the affordable housing, that is more appropriately addressed within the context of the tax abatement program. From the zoning standpoint, we meet the requirements and from the affordable housing is more a function of economics.

Councilman Heath asked for the square footage on all bedrooms. Mr. Cassidy stated they vary depending on the floor plans, the one bedroom are from 642 to 803 square feet. The two bedrooms are from 1,090 to 1,220 and the three bedrooms are from 1,450 to 1,455 square feet.

Councilman Whitmore asked what the normal market practice of the percentage of affordable units on new construction. Mr. Cassidy stated it has always been coupled with some type of offset, whether there is a tax abatement, an incentive or some type of assistance package provided. When you impose an affordable requirement on a market deal, what happens is you are subsidizing the affordable units with the market rate units rent. The market rate unit resident's end up having to pay some portion of that rent. The percentage can fluctuate from 5% to 15%, so



it depends on the package looks like.

Councilman Whitmore asked Planning & Zoning Attorney, Valerie Ross how we can craft conditions for a percentage of affordable housing vs. single family residences. Ms. Ross stated the purposes of a condition of zoning, the point is to lessen the impact of zoning change to surrounding neighbors. This type of condition of zoning would not do that because it doesn't speak of the zoning change, so that is the issue.

Councilman Whitmore asked how we could legally move forward tonight. Ms. Ross stated from a zoning change standpoint, she would not recommend to put that in the zoning conditions, it could be a conversation later with the Development Authority, but in the terms of condition of zoning, the purpose is to lessen the impact on the zoning change on the neighboring community. On single family homes, when you put a rental cap, it is to make sure you have more home ownership than you have renters. With apartments, you are renting so it is not like what you are speaking about with the rental cap. With the zoning condition, it is to protect and make sure, it benefits the neighbors that are affected by the zoning change.

Councilwoman Davis asked if the rental rates for this project were more than Dylan and Solstice. Mr. Cassidy stated these rates were consistent if not below.

Mayor Avery stated the motion has been made and properly seconded. Councilmembers Heath, Whitmore, Smallwood, Davis, and Pallend voted yes. Mayor Pro Tem Portis-Jones voted no.  
**Motion Passed.**

**3. Ordinance to Amend Chapter 53, Article II, Division 2, in the Code of Ordinance to revise the Homestead Exemption for the City of Fairburn**

Finance Director, Peterson David stated the current Homestead Exemption for the City of Fairburn was over 20 years old and was last updated in the year 2000. The proposed changes consider growth, demographics, and population of the City using the 2020 Census. This will provide a property tax break to the citizens of the City of Fairburn.

Councilman Pallend made a motion to approve the Ordinance to amend Chapter 53, Article II, Division 2, in the Code of Ordinance to revise the Homestead Exemption as presented. The second was provided by Councilwoman Davis. **The motion carried unanimously.**

**4. Purchase and Installation of Electric and Water Meters by Kendall Supply, Inc.**

Utilities Director, John Martin stated the Utilities Department did a field audit which revealed that the remaining meters that were not collected needed to be replaced due to their service life being expired. These meters had to be manually read and/or estimated. In 2021, Council approved this project as a necessity through ARPA funds. Kendall Meter Supply, Inc., is the sole manufacturer of the Sensus brand water meters, and automatic meter reading equipment in the State of Georgia. The electric meters and water meters will be installed by a Sensus meter contractor (Aqua Meter Consultants) as they are experienced in this type of meter conversion. The purpose of this meter changeout is to upgrade the City's electric and water distribution systems with an electronic reading capability and to replace meters that have served beyond their estimated useful lives.

Councilwoman Davis made a motion to approve the purchase and installation of 416



electric meters and 1,500 water meters by Kendall Meter Supply, Inc., in the amount of \$587,960.00 for the Meter Changeout Program. The second was provided by Councilman Heath.

Mayor Pro Tem Portis Jones asked if there was a direct correlation with customers that have inconsistent bills. Mr. Martin stated that his department handles everything on a case-to-case basis but have found out that most meters have been in the ground too long. We need a consensus of having one meter that aligns with a technology system which the residents can go into their account, they can see their daily readings. They will be able to determine if they need to cut back, whether they have a leak, it gives them more insight of everything. Mayor Pro Tem Portis-Jones stated if this item is approved, she asked they monitor this because they still don't know why there's a spike in certain customer's bill.

Utilities Operations Manager, Quakita Lane stated they do track those concerns. What's been happening is as the meters are getting old, the system will estimate which can be tracked by prior consumption or previous occupants. She stated the meters and infrastructure in Fairburn is old and it is not communicating on a monthly basis.

Mr. Tony Phillips stated this investment should have a distinctive impact on improving the issues. Because our infrastructure is aged, all the estimates and meters that are not reading consistently is causing an ongoing issue. Our goal is to make sure our billing is accurate and improving our infrastructure.

Mayor Pro Tem Portis-Jones asked what else were they buying with the meters. Mr. Martin stated they are buying the replacements for the meters that are out of life, that is for electric and water. With electric meters, we get remote disconnects, it will automatically read the meter and transmits information back to the host computer. We will get that software, end points, antenna's, installation, lead and copper rules at the same time and it will be working with our backflow to get our EPD compliances done at one time.

Councilman Whitmore asked if the new system would afford us and the residents an opportunity to look at live on-time readings, when you see a fluctuation, you can determine if the problem is on the city side or residents' side. Mr. Martin confirmed yes, the resident can pull up their account to get a reading on the spot. They can pull this information up on a daily or monthly basis.

Mayor Avery stated this is a very similar item brought to Council back in 2016, the difference is there is a database that gets this information and sends it back to us. Labor was the number one issue at that time and this is a much-needed upgrade for the city.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

## **5. Downtown Stage and Courtyard Sign Installation and Education Campus Dedication**

Economic Development Director, Sylvia Abernathy stated this was to update the existing Mayor Betty Hannah plaque located at the City of Fairburn Education Campus that is damaged due to weathering, and to provide sign lettering, naming the administrative/classroom building located in the quad area of the campus, the Betty Hannah Building. She stated Former Mayor Betty Hannah dedicated more than 28 years to the City of Fairburn, having served on the City Council and as



Mayor. She was instrumental in the development of Fairburn's Education Campus, in which a dedication plaque was installed on November 18, 2008.

American Sign company and Eagle Sign Group will provide the replacement plaques and installation in keeping with the standards and installation requirements from the Frankie Arnold Stage and Courtyard project. These plaques will be bronzed and won't have to be replaced again.

Councilman Heath made a motion to approve the installation of replacement plaques, and sign lettering for the dedication of the Betty Hannah Building and the second was provided by Councilwoman Davis. **The motion carried unanimously.**

#### **6. Ordinance to Amend Chapter 8, Article IV for Off Premises Special Event Permits**

Economic Development Director, Sylvia Abernathy stated this is for Mayor and Council to authorize the issuance of Off-Premises Special Event Permits to provide local businesses in good standing the ability to sell alcoholic beverages off their normal premises during special events.

Ms. Abernathy stated promoting arts and entertainment within Fairburn's Downtown Historic Commercial District (HCD) is a part of the Main Street approach to grow existing creative initiatives, building upon the City of Fairburn's Creative Placemaking Strategy, to support special events and innovative projects. The City of Fairburn hosted approximately, 89 events in 2021, which was a considerable increase from previous years. These events bring visitors and residents to Fairburn's downtown after hours and support the local economy. Participating Fairburn businesses have not been allowed to sell wine and beer at these events. The issuance of off-premises special event permits would allow a temporary alcoholic beverage to permit to Fairburn businesses to sell malt beverages and fortified wines off premises.

Special event permits provide local businesses which hold alcohol licenses in good standing the ability to sell alcoholic beverages off-premises during special events, for a limited duration. Off-premises special event permits are in the best interest of the city because they control the pouring of alcoholic beverages on premises during special events.

Councilman Pallend made a motion to approve the ordinance to amend Chapter 8, Article IV of the Code of Ordinances to authorize the issuance of off-premises special event permits. The second was provided by Councilman Smallwood.

Councilman Whitmore stated this is the perfect opportunity to address some concerns of the other businesses we have in Fairburn. During football season, one of the gas station's managers stated they are not allowed to sell their beer and wine on Sundays. They are missing out on revenue, whereas people will travel to Palmetto and Union City to purchase from those establishments vs. staying here in Fairburn. He asked the City Administrator if he would take a look at that and poll those businesses that currently can't sell on Sunday, and amend our ordinances to allow for Sunday Sales.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

#### **7. Ordinance to Amend Chapter 8, Article VII for Issuance of Micro Distillery Licenses**



Economic Development Director, Sylvia Abernathy stated this is for Mayor and Council to provide legislative parameters for issuing Microdistillery Licenses with the city for manufacturing, sales, and distribution. She stated that Fairburn is home to Cochran Mill Brewing Company, a microbrewery that manufactures, sales, and distributes craft beer. They seek a Distilled Spirits Permit (DSP) with the State of Georgia for distribution under state and federal distilling laws. Approval of the Microdistillery Licenses would benefit the City of Fairburn by an expansion of the brewing company adding value, creating jobs, and furthering promotional/branding efforts of Fairburn's only brewery across the state of Georgia.

Currently, there are 17 breweries in Georgia with similar distilling ordinances and growing. To apply for such a permit, they require a local ordinance allowing the issuance of a Microdistillery license. The license will enable them to purchase the distillery equipment required by state and federal distilling laws.

Jett Hattaway, one of the owners of Cochran Mill Brewing Company said when he first saw the LCI document for the downtown area, he immediately recognized the potential for this area which is one of the largest economic development prospects in the city. As he saw other breweries grow in towns across the state, it was very obvious that breweries are community hubs. They are places that people gather, a place where you can meet your neighbors over a locally crafted product and you're interacting with visitors. We received incredible professionalism with the city staff and have had an overall positive experience and are thrilled to be in this thriving business environment and look forward to how it evolves in the future. Mr. Hattaway stated they currently hold a brewery license with the City, the State and the Federal TTB. We are looking to expand our facility both in production as well as improvements on our tap room to better facilitate private events. A big part of that initiative is to include the distillation of spirits, much of the equipment we already have. We are seeking this as a way to diversify our product line both in distribution and in the tap room. We don't intend on serving shots or any kind of spirits we produce on site and the reason being is one of the things that sets us apart from a traditional restaurant or a bar is that pride ourselves on being a family friendly environment. We intend on keeping our spirits exclusively for craft cocktails which maintains the same alcohol to blood volume as our beer line. The brand of a brewery is often tied to a sense of place and for us that's Fairburn. If you see our logo, it has brewed in Fairburn which is stamped on every label. Every beer that goes out in the market place has that label. We look at distilling gin, vodka, whiskey, and bourbon, which these products will also display a stamp from Fairburn.

Councilman Pallend made a motion to approve the ordinance to amend Chapter 8, Article VII of the Code of Ordinances of the City of Fairburn to authorize the issuance of Microdistillery Licenses. The second was provided by Councilwoman Davis.

Councilman Whitmore stated as we get started with South Fulton Municipal Association, we have a sister city that has used their brewery for one of their meetings. This would be a great way to let other municipalities know that we have one in Fairburn and would like for you to consider allowing us to have one of our scheduled meetings held at the Cochran Mill Brewing Company.

Mayor Pro Tem Portis-Jones stated she could vouch for the family friendly atmosphere and applauded Cochran Mill for doing what they are doing. They had a farmers' market and chefs that cooked. We were able to meet several local craftsmen that offered high quality fruit, vegetables and food. She thinks this is a great opportunity for us and wants them to be a big part



of our community events.

Councilman Pallend stated he will often have his guitar and sing out there.

Mayor Avery said congratulations and thanked him for the invite this year for the tour and is looking forward to future endeavors. He also thanked Sylvia Abernathy for the outreach to the business community.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

**8. Program Management Agreement with Atlas Technical Consultants for Program Management and Engineering Services.**

City Administrator, Tony Phillips stated this is for Mayor and Council to approve the Task Order with Atlas Technical Consultants for program management and engineering services for various projects within the City of Fairburn in the amount not to exceed \$72,800 for FY22 and \$271,600 for FY23.

Mr. Phillips stated in March 2011, the City of Fairburn began collecting revenue to build Fire Station 23 on Milan Road and as of May 30, 2022, has collected approximately \$3.2M. On June 13, 2022, City Council approved the City Administrator's plan to use the American Rescue Plan Act (ARPA) funding allocation as revenue loss replacement which included an allocation of \$3.31M for facility renovations and upgrades. The program management services proposed by Atlas Technical Consultants will provide the technical expertise needed to move the projects outlined forward to ensure we are providing the appropriate level of fire services to our constituents and making needed investments in our facilities.

Mayor Pro Tem Portis-Jones made a motion to approve the Task Order with Atlas Technical Consultants for program management and engineering services for various projects within the City of Fairburn in the amount not to exceed \$72,800 for FY22 and \$271,600 for FY23. The second was provided by Councilwoman Davis.

Councilman Heath stated he was under the impression that this fire station was supposed to have been started 6-8 months ago and wanted to know what the holdup was.

Mr. Phillips stated that funding is not the issue. The issue has been execution, at this stage the information he was able to get was a concept, we do not have architectural drawings of the station. Not sure why it hadn't moved forward previously, but concept plans are not what you build a fire station from. We are fortunate in the funding because of the bond referendum that our residents approved is there for us to move forward on this project, we've simply not been able to get this project off the ground and this is exactly what project management focuses on.

Mayor Pro Tem Portis-Jones stated she was overjoyed to see this item come before us. This fire station has been bonded since 2011, and every year we talked about building a fire station and she was pleased to know that day has arrived. She asked what the timeline would be for the next step. Mr. Phillips stated the consulting firm we have contracted with, will have a firm date by the end of the month.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

**9. Public Safety Retention Bonus**

City Administrator, Tony Phillips stated the City of Fairburn is currently undergoing a Classification and Compensation Study which has not been done in several years. It is anticipated that the results of this study will address citywide pay and class to ensure Fairburn is optimally positioned to attract and retain qualified staff. However, the purpose of this retention bonus is to ensure that we retain quality and experienced public safety personnel who are dedicated to keeping our communities safe. Public Safety has and remains a top priority for communities around the country. Over the last year, police departments within the metropolitan Atlanta area have experienced retention challenges which have led agencies to reevaluate the salaries, benefits, and incentives they offer public safety personnel.

Councilwoman Davis made a motion to approve the City of Fairburn Public Safety Retention Bonus Policy for Georgia Post Certified Police Officers and Georgia Post Certified Firefighters to receive a one-time \$3,000 bonus with a commitment/signed agreement to remain employed with the City for one (1) additional year of service.

Councilman Heath stated he had been in law enforcement for 25 years and retired. These officers put their life on the line every day and these are the things we need to take into consideration and thanked Mr. Phillips for coming up with this, it's been long overdue. He also thanked the citizens for being supportive of our police and fire departments because without them we would be in a paralysis time.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

X. Council Comments – None

XI. Executive Session:

Councilwoman Davis made a motion to go into Executive Session for litigation and the second was provided by Councilman Heath at 9:33 p.m. **The motion carried unanimously.**

XII. Adjournment

After Executive Session, Councilwoman Davis made a motion to adjourn the meeting with Councilman Heath providing the second. The meeting adjourned at 10:47 pm. **The motion carried unanimously.**





## CITY OF FAIRBURN

### CITY COUNCIL AGENDA ITEM

**SUBJECT:** FY 2021-2022 Budget Amendment - Retention Bonus

☐ AGREEMENT                      ☐ POLICY / DISCUSSION                      ☐ CONTRACT  
☒ ORDINANCE                      ☐ RESOLUTION                      ☐ OTHER

**Submitted:** 07/18/2022

**Work Session:** N/A

**Council Meeting:** 07/25/2022

**DEPARTMENT:** Finance

**BUDGET IMPACT:** Increase FY 2021-2022 Budget by \$305,360

**PUBLIC HEARING?** ☐ Yes      ☒ No

---

**PURPOSE:** For Mayor and Council to approve the ordinance which would amend the FY 2021-2022 Budget to provide a retention bonus for Police and Fire.

**HISTORY:** The FY 2021-2022 Budget was approved on September 27, 2021. A budget of \$21,220,184 for the general fund, \$38,403,234 for other funds, with an overall budget of \$59,623,418. An amended budget was approved on May 23, 2022, \$21,618,810 for the general fund, \$38,597,542 for other funds, with an overall budget of \$60,216,352.

**FACTS AND ISSUES:** This amendment to the FY 2021-2022 budget will address city staffing issues by providing a onetime \$3,000 retention bonus to the Police and Fire departments. The budget amendment will increase the general fund budget by \$305,360 other funds by \$0, for a total of \$305,360. The new FY 2021-2022 budget will be \$21,924,170 in general funds, \$38,597,542 in other funds, for a total of \$60,521,712.

**FUNDING SOURCE:** There are multiple departments and budgets being impacted, please see attached.

**RECOMMENDED ACTION:** Staff recommends that Mayor and Council approve the amended FY 2021-2022 Budget ordinance which provides a retention bonus for Police and Fire.

  
\_\_\_\_\_  
Tony M. Phillips, City Administrator

CITY OF FAIRBURN  
STATE OF GEORGIA  
COUNTY OF FULTON

ORDINANCE NO. \_\_\_\_\_

**BUDGET ORDINANCE**

**AN ORDINANCE TO AMEND BUDGET FOR FISCAL YEAR 2021-2022, TO  
COMMENCE OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2022.**

**WHEREAS**, The Mayor and City Council of the City of Fairburn, Georgia, have considered  
the terms and provisions of an amended budget for Fiscal Year 2021-2022; and

**WHEREAS**, it has been recommended by the City Administrator and City Finance Director  
that the Mayor and City Council amend FY 2021-2022 budget as set forth below; and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of  
Fairburn, Georgia and it is hereby ordained by the authority of same as follows:

**Section 1.**

The amended budget for the operations, capital programs, and debt service maintained for the  
City of Fairburn for the Fiscal Year ending September 30, 2022 is \$60,521,712 in expenses and  
\$60,521,712 in revenues. The budget includes all revenues and expenditures for governmental,  
special revenue and enterprise purposes as detailed in the budget documents adopted in  
accordance with Georgia law, which are incorporated herein by reference (See Attachment).

**Section 2.**

This ordinance shall become effective this 25<sup>th</sup> day of July 2022 and shall govern all FY 2021  
– 2022 revenues and expenditures.

**Section 3.**

All previous ordinances and resolutions in conflict with this Ordinance are hereby repealed to  
the extent of any such conflict.

This ordinance is hereby adopted and approved by the Mayor and City Council of the City of  
Fairburn this 25<sup>th</sup> day of July 2022.



**CITY OF FAIRBURN**

\_\_\_\_\_  
Mario B. Avery, Mayor

**ATTEST:**

\_\_\_\_\_  
Brenda B. James, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Rory K. Starkey, City Attorney

Revenues				Expenditures				
Fund	GL Description	(FY2021-22)	(FY2021-22)	Fund	Dept	GL Description	(FY2021-22)	(FY2021-22)
		APPROVED BUDGET	AMENDED BUDGET				APPROVED BUDGET	AMENDED BUDGET
100	Taxes	15,953,893	16,259,253	100	1110	Mayor & Council	414,332	414,332
100	Licenses and Permits	580,890	580,890	100	1310	City Clerk	218,612	218,612
100	Intergovernmental	-	-	100	1320	City Administrator	1,234,630	1,234,630
100	Charges for Services	149,500	149,500	100	1510	Finance	802,129	802,129
100	Fines and Forfeitures	507,000	507,000	100	1535	Technology	340,000	340,000
100	Investment Income	200,000	200,000	100	1540	Human Resources	419,393	419,393
100	Contributions-Donations	43,500	43,500	100	1565	Property Management	998,435	998,435
100	Miscellaneous Revenue	103,047	103,047	100	2650	Court Services	785,385	785,385
100	Other Financing Sources	4,080,980	4,080,980	100	3200	Police	4,677,878	4,833,807
		21,618,810	21,924,170	100	3500	Fire	4,045,536	4,194,967
220	Confiscated	50,000	50,000	100	4100	Public Works	525,230	525,230
230	American Rescue Act	3,130,891	3,130,891	100	4200	Streets	1,550,813	1,550,813
250	Grants	4,223,891	4,223,891	100	4900	Maintenance & Shop	306,648	306,648
260	Tree Fund	-	-	100	6100	Recreation Programs	744,101	744,101
270	Technology Fee	90,000	90,000	100	7200	Inspection & Enforcement	333,580	333,580
275	Hotel/Motel Tax	200,000	200,000	100	7400	Planning & Zoning	393,921	393,921
350	Capital Projects	2,910,532	2,910,532	100	7500	Economic Development	288,575	288,575
351	Go Bond	1,002,268	1,002,268	100	7600	Downtown Development Auth	20,700	20,700
360	TSPLOST	5,113,295	5,113,295		9000	Non-Departmental	3,518,912	3,518,912
505	Water and Sewer	8,838,437	8,838,437				21,618,810	21,924,170
506	Storm Water	859,687	859,687	220	0000	Confiscated	50,000	50,000
507	Water and Sewer Bond	331,700	331,700	230	0000	American Rescue Act	3,130,891	3,130,891
510	Electric	9,423,951	9,423,951	250	0000	Grants	4,223,891	4,223,891
540	Sanitation	850,000	850,000	260	0000	Tree Fund	-	-
580	Educational Complex	1,572,890	1,572,890	270	0000	Technology Fee	90,000	90,000
		38,597,542	38,597,542	275	0000	Hotel/Motel Tax	200,000	200,000
				350	0000	Capital Projects	2,910,532	2,910,532
				351	0000	Go Bond	1,002,268	1,002,268
				360	0000	TSPLOST	5,113,295	5,113,295
				505	0000	Water and Sewer	8,838,437	8,838,437
				506	0000	Storm Water	859,687	859,687
				507	0000	Water and Sewer Bond	331,700	331,700
				510	0000	Electric	9,423,951	9,423,951
				540	0000	Sanitation	850,000	850,000
				580	0000	Educational Complex	1,572,890	1,572,890
							38,597,542	38,597,542
Total Revenues		60,216,352	60,521,712	Total Expenditures Budget				
				60,216,352 60,521,712				





## CITY OF FAIRBURN CITY COUNCIL AGENDA ITEM

**SUBJECT: SOOFA SMART CITY DIGITAL DISPLAY  
INSTALLATION**

☐ AGREEMENT  
☐ ORDINANCE

☐ POLICY / DISCUSSION  
☐ RESOLUTION

☐ CONTRACT  
☒ OTHER

**Submitted: 7/18/2022**

**Work Session:**

**Council Meeting: 07/25/2022**

**DEPARTMENT:** ECONOMIC DEVELOPMENT

**BUDGET IMPACT:** NATIONAL ENDOWMENT FOR THE ARTS (NEA)  
\$10,000 MATCHING GRANT

**PUBLIC HEARING:** ☐ Yes ☒ No

**PURPOSE:** For Mayor and City Council to approve the installation of two digital kiosks as a part of a pilot project to provide neighborhood navigation, community and event announcements, pedestrian, and transportation data metrics, polling, and business advertising within the downtown Historic Commercial District.

**HISTORY:** Fairburn's Economic Development Department applied for and received a matching grant from the National Endowment for the Arts to implement a pilot program to showcase Fairburn's downtown district's history, arts, and entertainment using the Soofa System. Matching funds were allocated in FY2022 budget.

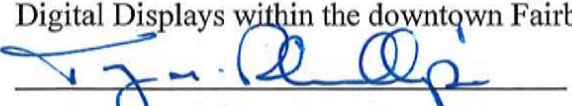
The digital technology was submitted for review and received unanimous approval from the Main Street Board of Directors in January 2022 and the Art Advisory Board on February 17, 2022.

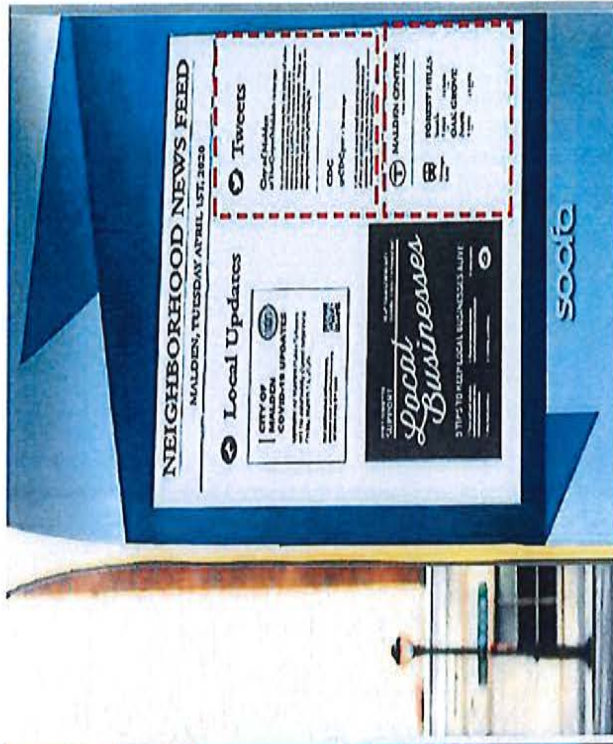
**FACTS AND ISSUES:** The Soofa Neighborhood Navigational System is a 100% solar-powered and wireless platform that functions as a digital community board, navigation, and advertisement and provides users access to government services. As a pilot project installation is not permanent, and kiosks can be relocated as needed.

**FUNDING SOURCE:** National Endowment of the Arts (NEA), Challenge America: Arts Engagement in American Communities Grant.

**RECOMMENDED ACTION:**

The staff recommendation is that the Mayor and City Council approve the installation of the Soofa Digital Displays within the downtown Fairburn Historic Commercial District.

  
Tony M. Phillips, City Administrator



# Digital Display for City Communication in Downtown Historic Commercial District

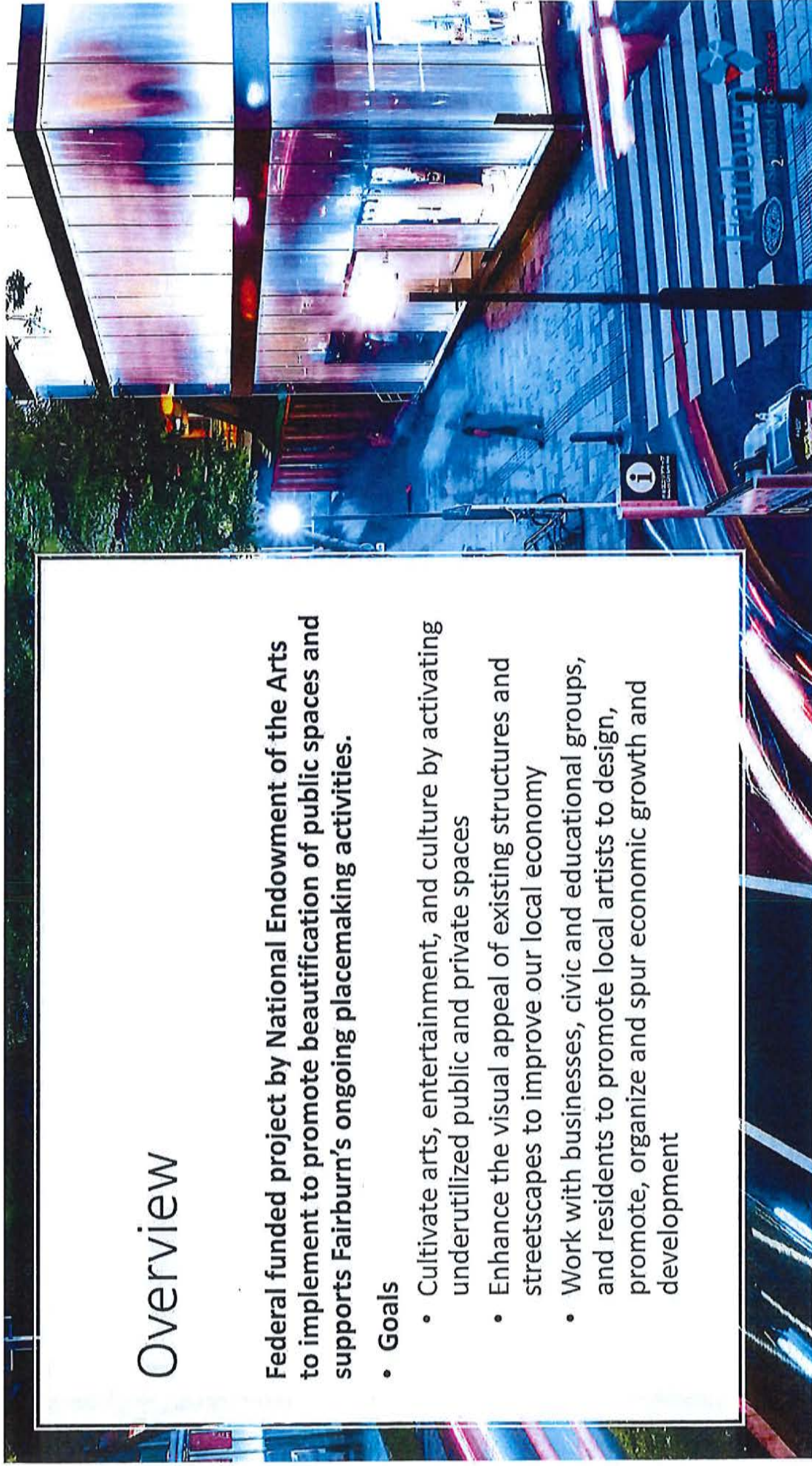
Economic Development Department  
City Council Meeting  
July 15, 2022  
7:00 PM



# Overview

Federal funded project by National Endowment of the Arts to implement to promote beautification of public spaces and supports Fairburn's ongoing placemaking activities.

- Goals
  - Cultivate arts, entertainment, and culture by activating underutilized public and private spaces
  - Enhance the visual appeal of existing structures and streetscapes to improve our local economy
  - Work with businesses, civic and educational groups, and residents to promote local artists to design, promote, organize and spur economic growth and development







## Sharing our story

- Downtown beautification projects
  - Banners
  - Seasonal Enhancements & Decorations
  - Community Partnerships & Beautification Activities (CBAs, KFB, Schools, non-profits)
  - Business Activation & Special Events (i.e., B2B, Third Fridays, Shop Local)



**soofa** sign

City of Fairburn

Project Overview





A 100% solar-powered,  
turnkey solution for  
city communication  
and wayfinding.



On-demand pedestrian data.



Install in minutes with no  
wires. 100% Sustainable.



Increase access to vital  
community information.



scofa



## Downtown Branding – Business Activation & Retention

- Neighborhood Navigation – Wayfinding System to showcase History, Arts, & Entertainment
  - Digital Community Boards
  - Navigation
  - Advertisements
  - Polls
  - Access to government services




## Local Business Engagement

**20% of all Net Advertising Revenue is shared back with Fairburn**

Soofa works with Local Businesses to **maximize revenue share**:

- Active Media Team
- Self-Service Platform
- What's New Applet
- Soofa Lunch & Learn
- City Introductions & Discount Code

 What's new

**Perazim Clothing + Lifestyle  
Boutique**

10am-6pm Tues-Sat  
*New arrivals in stock!*



## Static Sponsorships

Brookline, MA



Amherst, MA



\$850 - \$1500/month

Framingham, MA



enr

## Digital Advertisements

\$100 - \$200/hour

**TSA IS NOW HIRING** Transportation Security Officers  
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\*Offer subject to change without notice. Offer requires successful completion of TSA hiring process. Offer good for new hires only. Offer good for 12 months from date of hire. Offer good for 12 months from date of hire. Offer good for 12 months from date of hire.



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 BOSTON'S SOCIAL ORCHESTRA  
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**DARK 12/5/19**

7:30pm • Phoenix Open Golf Course Museum  
 2425 Camelot Rd, Phoenix  
 Phoenix, AZ 85001  
[www.phoenixopen.com](http://www.phoenixopen.com)



**Beo & Discuit**

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**DAYCARE OR**  
**AT-HOME WALKING**

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 314 Harvard Street, College Center  
 617-445-9448  
[info@beoanddiscuit.com](mailto:info@beoanddiscuit.com)

**wayfair**

**Currently Hiring!**

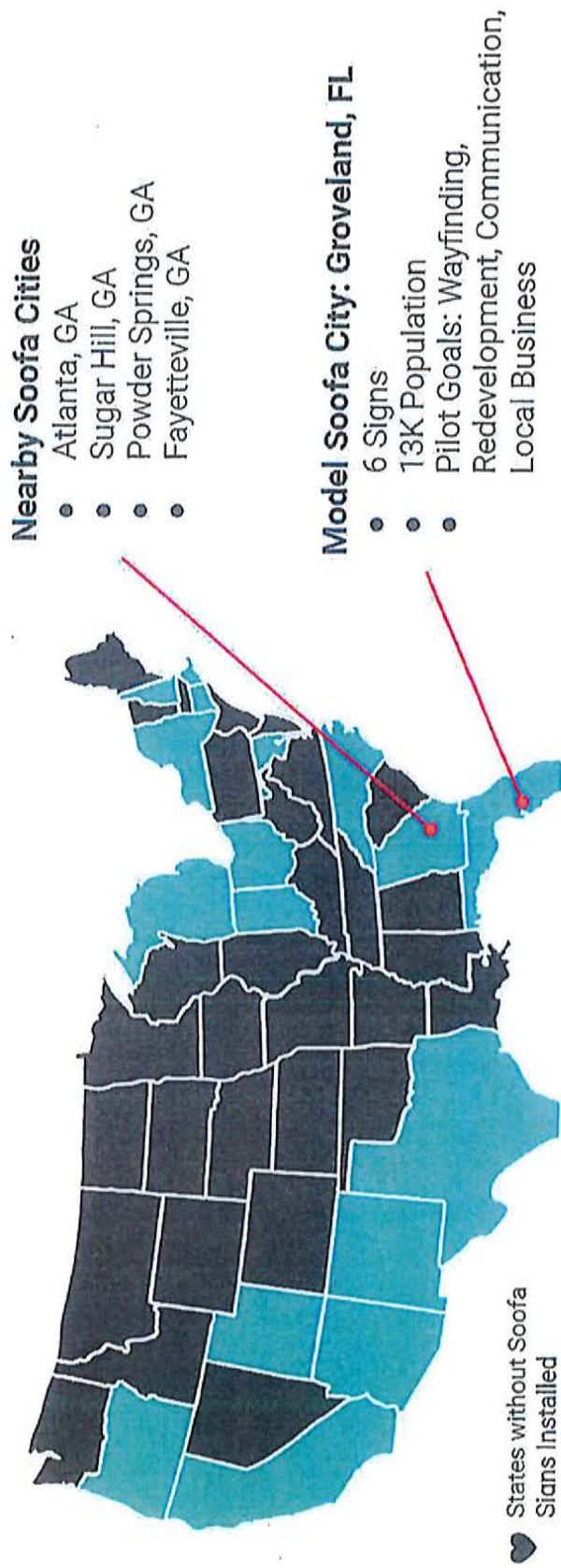
Warehouse Associates & Equipment Operators  
 In Perris, California

Text: WAREHOUSE to 85743  
 Apply [Nowebwayfair.com/careers](http://Nowebwayfair.com/careers)

soofa



## Soofa Partnerships



## Our Partnership with Fairburn

### 2 Signs

#### Pilot Focus

Soofa Signs as a tool for Placemaking and Wayfinding. Bringing visibility to events, announcements, and local businesses to boost engagement with the community.







## Q & A

### Questions?

Holly McKenna  
VP, Sales & Marketing  
[holly@soofadigital.com](mailto:holly@soofadigital.com)  
617-702-2249

Tariq Ahmed  
Account Executive  
[tariq@soofadigital.com](mailto:tariq@soofadigital.com)  
571-416-7656





## CITY OF FAIRBURN

### CITY COUNCIL AGENDA ITEM

**SUBJECT:** Monthly Financial Meeting

☐ AGREEMENT                      ☐ POLICY / DISCUSSION                      ☐ CONTRACT  
☐ ORDINANCE                      ☐ RESOLUTION                      ☒ OTHER

Submitted: 07/18/2022                      Work Session: N/A                      Council Meeting: 07/25/2022

**DEPARTMENT:** Finance

**BUDGET IMPACT:** There are no budget impacts.

**PUBLIC HEARING?** ☐ Yes                      ☒ No

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**PURPOSE:** Financial presentation to Mayor and Council.

**HISTORY:** The presentation is the monthly financial presentation to Mayor and Council for FY 2021-2022.

**FACTS AND ISSUES:** This presentation is a report on the financial standings of the City of Fairburn as of June 30, 2022.

**FUNDING SOURCE:** There are no budget impacts.

**RECOMMENDED ACTION:** No recommended actions.

  
Tony M. Phillips, City Administrator



# CITY OF FAIRBURN

FINANCIALS FOR MONTH  
ENDED JUNE 30, 2022  
AS OF JULY 25, 2022

PRESENTED BY

PETERSON M. DAVID, MBA, MSFS  
DIRECTOR OF FINANCE

# CITY OF FAIRBURN GENERAL FUND

## FINANCIAL HIGHLIGHT

YEAR TO DATE (YTD)  
JUNE 30, 2022

1. The City of Fairburn's General Fund (GF) concludes its 9<sup>th</sup> month of 2022 operation with \$4.9M in net cash flow.
2. To date the General Fund has generated \$18.7M in Revenue with \$13.8M in General Fund Expenditures.
3. As of June 30, 2022, the City has collected 86% of its YTD Revenues, an 11% increase from last month.
4. To date the City has expensed 64% of its budget.
5. Property and Local Option Sales Tax Revenue represents the City's General Fund primary source of operating resources.
  - Real Property Tax represents 43% of GF Revenue
  - L.O.S.T represents 21% of GF Revenue



# CITY OF FAIRBURN GENERAL FUND

## Statement of Revenues & Expenditures

FOR MONTH ENDING  
JUNE 30, 2022

ACCOUNT DESCRIPTION	2022 BUDGET	YTD REVENUE
Real Property Tax	\$7,572,947	\$8,104,691
Motor Vehicle Tax	\$550,000	\$568,398
Franchise Tax	\$1,100,000	\$1,221,548
Local Option Sales Tax	\$3,800,000	\$3,953,640
Business & Occupation Tax	\$750,000	\$911,872
Other Taxes	\$2,180,946	\$1,859,036
Licenses & Permits	\$580,890	\$346,930
Charges for Services	\$149,500	\$49,650
Fines & Forfeitures	\$507,000	\$664,094
Other Revenues	\$4,394,527	\$98,659
<b>TOTAL REVENUES</b>	<b>\$21,618,810</b>	<b>\$18,759,863</b>

# CITY OF FAIRBURN GENERAL FUND

## Summary of Revenues

FOR MONTH ENDING  
JUNE 30, 2022

ACCOUNT DESCRIPTION	2022 BUDGET	JUNE 2022	YTD REVENUE	% OF YTD REVENUE
Real Property Tax	\$7,572,947	\$79,690	\$8,104,691	43.20%
Motor Vehicle Tax	\$550,000	\$77,446	\$568,398	3.03%
Franchise Tax	\$1,100,000	\$34,803	\$1,221,548	6.51%
Local Option Sales Tax	\$3,800,000	\$461,433	\$3,953,640	21.08%
Business & Occupation Tax	\$750,000	\$13,044	\$911,872	4.86%
Other Taxes	\$2,180,946	\$50,322	\$1,859,036	9.91%
Licenses & Permits	\$580,890	\$30,855	\$346,930	1.85%
Charges for Services	\$149,500	\$3,231	\$49,650	0.26%
Fines & Forfeitures	\$507,000	\$51,528	\$664,094	3.54%
Other Revenues	\$4,427,527	\$955,612	\$1,080,004	5.76%
<b>TOTAL REVENUES</b>	<b>\$21,618,810</b>	<b>\$1,757,964</b>	<b>\$18,759,863</b>	<b>100%</b>



# CITY OF FAIRBURN GENERAL FUND

## Statement of Revenues & Expenditures

FOR MONTH ENDING  
JUNE 30, 2022

ACCOUNT DESCRIPTION	2022 BUDGET	YTD EXPENDITURES	% OF BUDGET
Mayor & Council	\$414,332	\$203,176	49.04%
City Clerk	\$218,612	\$129,203	59.10%
City Administrator	\$1,234,630	\$794,127	64.32%
Finance	\$802,129	\$524,056	65.33%
Technology	\$340,000	\$198,510	58.39%
Human Resources	\$419,393	\$256,209	61.09%
Property Management	\$998,435	\$524,187	52.50%
Court Services	\$785,385	\$445,402	56.71%
Police	\$4,677,878	\$3,526,163	75.38%
Fire	\$4,045,536	\$2,584,380	63.88%
Public Works Administration	\$525,230	\$278,575	53.04%
Streets	\$1,550,813	\$1,051,371	67.79%
Maintenance & Shop	\$306,648	\$187,309	61.08%
Recreation Programs	\$744,101	\$362,790	48.76%
Inspection & Enforcement	\$333,580	\$204,902	61.43%
Planning & Zoning	\$393,921	\$147,480	37.44%
Economic Development	\$288,575	\$209,778	72.69%
Downtown Development Authority	\$20,700	\$0	0.00%
Non-Departmental	\$3,518,912	\$2,263,058	64.31%
<b>TOTAL EXPENDITURES</b>	<b>\$21,618,810</b>	<b>\$13,890,676</b>	<b>64.25%</b>

# PROPERTY TAX REVENUE

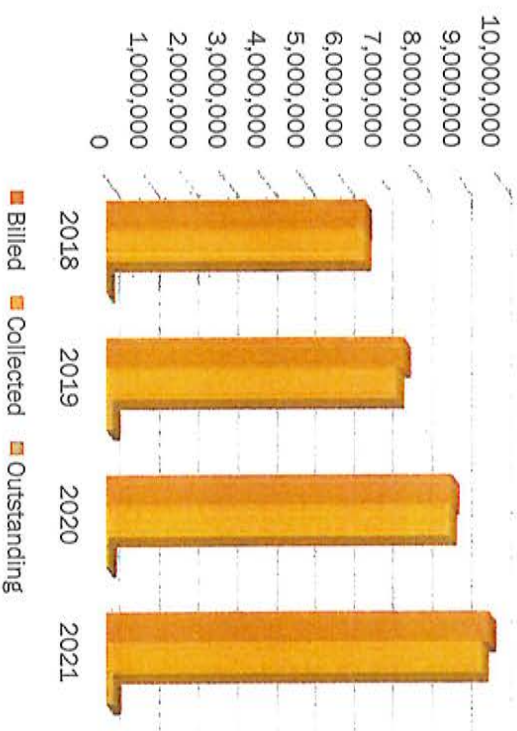
## Tax year billing amounts

- ❖ 2021 - \$9,761,442
- ❖ 2020 - \$8,809,359
- ❖ 2019 - \$7,586,491
- ❖ 2018 - \$6,600,373

## Tax year collection amounts and rate %

- ❖ 2021 - \$9,578,146 (98.12%)
- ❖ 2020 - \$8,745,415 (99.27%)
- ❖ 2019 - \$7,418,855 (97.79%)
- ❖ 2018 - \$6,582,685 (99.73%)

Property Tax Year Comparison





# CITY OF FAIRBURN ENTERPRISE FUND

## FINANCIAL HIGHLIGHT

YEAR TO DATE (YTD)  
JUNE 30, 2022

1. The City of Fairburn's Enterprise Fund (EF) concludes its 9<sup>th</sup> month of 2022 operation with roughly \$300 thousand in net cash flow.
2. To date the Enterprise Fund has generated \$14.7M in Revenue with \$14.4M in Enterprise Fund Expenditures.
3. As of June 30, 2022, the City has collected 73% of its YTD Revenues, an 18% increase from last month.
4. To date the City has expensed 71% of its budget.

# CITY OF FAIRBURN ENTERPRISE FUND

## Statement of Revenues & Expenditures

FOR MONTH ENDING  
JUNE 30, 2022

ACCOUNT DESCRIPTION	2022 BUDGET	YTD REVENUE
Charges for Services	\$19,314,571	\$14,406,101
Investment Income	\$154,722	\$2,735
Miscellaneous Revenue	\$522,233	\$33,827
Other Financing Sources	\$312,249	\$309,464
<b>TOTAL REVENUES</b>	<b>\$20,303,775</b>	<b>\$14,752,127</b>



# CITY OF FAIRBURN ENTERPRISE FUND

## Summary of Revenues

FOR MONTH ENDING  
JUNE 30, 2022

ACCOUNT DESCRIPTION	2022 BUDGET	JUNE 2022	YTD REVENUE	% OF YTD REVENUE
Charges for Services	\$19,314,571	\$1,695,281	\$14,406,101	97.65%
Investment Income	\$154,722	\$0	\$2,735	0.02%
Miscellaneous Revenue	\$522,233	(\$397)	\$33,827	0.23%
Other Financing Sources	\$312,249	\$309,464	\$309,464	2.10%
<b>TOTAL REVENUES</b>	<b>\$20,303,775</b>	<b>\$2,004,348</b>	<b>\$14,752,127</b>	<b>100%</b>

# CITY OF FAIRBURN ENTERPRISE FUND

## Statement of Revenues & Expenditures

FOR MONTH ENDING  
JUNE 30, 2022

ACCOUNT DESCRIPTION	2022 BUDGET	YTD EXPENDITURES	% OF BUDGET
Water & Sewer	\$8,838,437	\$5,314,841	60.13%
Stormwater	\$859,687	\$483,974	56.30%
Water & Sewer Bond	\$331,700	\$63,350	19.10%
Electric	\$9,423,951	\$7,993,150	84.82%
Sanitation	\$850,000	\$618,792	72.80%
TOTAL EXPENDITURES	\$20,303,775	\$14,474,107	71.29%





# QUESTIONS?



# City Administrator's Monthly Report

June 2022

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Fairburn, GA

Authored by: Tony M. Phillips, CPM®





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## Government of the City of Fairburn



Greetings Honorable Mayor & City Council Members,

I am honored to present a summary of the City's monthly administrative activities. Fairburn continues make notable progress in city operations and service delivery. Challenges resulting from the pandemic and recently increasing infection data, as well as stark economic indicators have not muted our progress. Fairburn continues to utilize its many assets to build, maintain, and promote one of the state's best live, work, play communities. Our staff is working each day on our commitment to provide each resident best in class customer service, while listening to our neighborhoods, communities, and local businesses. Our goal is to support a safe, inclusive, innovative, and economically vibrant city.

This report summarizes activities through the end of June 2022. The City continues its "Fairburn Forward" focus under the leadership of the Honorable Mayor Mario Avery.

- The Mayor and staff facilitated a successful introductory meeting with new and current appointees to the Downtown Development Authority. The meeting highlighted new and ongoing growth and development initiatives.
- The Fire Department celebrated the addition of Squad 22 to its fleet with a Push-In Ceremony. Mayor Avery, Council Members Davis, Heath, Pallend, Portis-Jones, and Whitmore, along with representatives from Riverdale & South Fulton Fire Departments, City of Fairburn personnel and residents were on hand to help push the new apparatus into Station 22 in honor of fire service tradition.
- The Employee Engagement Committee was formed in June and the first quarterly meeting on June 21, 2022. The committee consists of staff members representing various departments across the City.
- The Classification & Compensation Study kick off meeting held on June 13th; current job descriptions and pay schedule currently being reviewed.

- 
- The installation of the new 10-ton HVAC system at the Youth Center is complete.
  - We are continuing our proactive recruitment for all open positions in the City to help elevate departmental service delivery. In the month we onboarded nine (6) new employees across seven (4) departments (including Parks & Rec, Police, Public Utilities, and Streets).

I am enthusiastic and devoted to our path forward in Fairburn. We are continuing to put together a first rate management team and staff to serve our residents with excellence. Each day we are focused on ways to connect with our citizens and provide opportunities to make Fairburn our region's most accessible government.

We have something *unique* in the city of Fairburn. This report highlights our initial and ongoing efforts to improve delivery of services in line with your collective vision as our elected leaders. Please review a summary of the City's successful outcomes from June 2022.

**Tony M. Phillips, CPM®**

City Administrator  
City of Fairburn





## City Clerk

Director: Brenda James

June 2022

### **Department Highlights/Accomplishments:**

Received 113 open records request for June 2022 – researched and processed

Processed incident reports to Travelers insurance & researched Firing Range

Processed City Council Credit Card Requests.

Prepared City Council Meeting packets for 06/13/2022

Reviewed ordinances sent to Municode

Emailed weekly open requests report to Attorney, Mayor, City Administrator

Prepared City Council Minutes

Demo on Zoom with JustFoia for Administrative Training 3 people in Office

Budget Meeting with Finance Director

Clear Gov Training

Leadership Retreat

Working on Charter updates

Signed all Business Licenses

Attended GMA Training in Savannah

Setup Training for each department person for JustFoia training



**Project Status:**

Continue to work with open records request several times a day

Continue to organize City records

Continue to work on the Charter updates





## Community Development Department

Director: Lester Thompson, MPA

JUNE 2022

### Department Highlights/Accomplishments:

Completed GDOT ROW Acquisition for Local Public Agencies Training on June 1<sup>st</sup>, 2022.

Completed GDOT Title VI/ADA Training on June 14<sup>th</sup>, 2022

Submitted a Transportation Alternative (TA) Program Funding Request Application for a pedestrian bridge across the CSX Railroad Tracks, from SR 14/US 29 near Harbor Lakes Apartments to McLarin Road on June 17<sup>th</sup>, 2022.

Participated in the Fulton County Soil and Water Conservation District Meeting on June 21<sup>st</sup>, 2022.

Proposals for On-Call Construction Management & Project Management (CM/PM) Services were received on June 24<sup>th</sup>, 2022.

Proposals for On-Call Professional Engineering & Landscape Architectural Services were received on June 24<sup>th</sup>, 2022.

### Department Updates:

Permit Type	Number Issued
Right-of-Way Encroachment Permits	5
Clearing & Grading Permits	1
Land Disturbance Permits (LDPs)	0

### Project Status:

Community Development Projects Under Construction		
Project Name	Permit Type	Permit Issuance Date
South Park Building A	Clearing & Grading Permit	June 7 <sup>th</sup> , 2022
Package Depot Plaza	Land Disturbance Permit	April 12 <sup>th</sup> , 2022
Fairburn Station	Land Disturbance Permit	March 16 <sup>th</sup> , 2022



## GOVERNMENT OF THE CITY OF FAIRBURN

1162 Hwy 54 East, LLC	Land Disturbance Permit	February 16 <sup>th</sup> , 2022
Tractor Supply Company	Land Disturbance Permit	February 11 <sup>th</sup> , 2022
Fairburn DC, Howell Avenue	Land Disturbance Permit	February 8 <sup>th</sup> , 2022
Trillium Reserve Subdivision	Land Disturbance Permit	September 29 <sup>th</sup> , 2021
TEREX (TRX) – USA – Fairburn	Land Disturbance Permit	August 20 <sup>th</sup> , 2021
Iron Horse Storage	Land Disturbance Permit	April 20 <sup>th</sup> , 2021
Graham Road Site	Land Disturbance Permit	April 2 <sup>nd</sup> , 2021
Fern Dale Subdivision	Land Disturbance Permit	March 31 <sup>st</sup> , 2021
Legend Creek Subdivision	Land Disturbance Permit	October 15 <sup>th</sup> , 2020

### Public Works/Capital Improvement Projects Under Design

Project Name	Design Firm	Current Design Phase	Let Date
I-85 @ SR 74/Senoia Road Interchange Project (PI# 0007841)*	TranSystems Corporation	Right-of-Way Acquisition	Management: October 15 <sup>th</sup> , 2023
Park Road Extension/Duncan Park Secondary Access Road	Southeastern Engineering, Inc.	Field Survey/Database Development	December 21 <sup>st</sup> , 2022 (anticipated)
Golightly Street Pedestrian Improvements Project	Pond & Company	Field Survey/Database Development	September 21 <sup>st</sup> , 2022 (anticipated)
Lightning Community Detention Pond & Greenspace	Pond & Company	Field Survey/Database Development	February 8 <sup>th</sup> , 2023 (anticipated)

- \* The I-85 @ SR 74/Senoia Road Interchange Project currently has 55 parcels; the preliminary parcel count was 50 parcels. GDOT has closed on twenty (20) parcels, three (3) parcels have been condemned, and twelve (12) options are with their attorney for closing. GDOT had to reissue a Task Order to have fifteen (15) parcels reappraised in order to resume negotiations. Once they receive a Notice to Proceed, the





## GOVERNMENT OF THE CITY OF FAIRBURN

appraisals will be due in about 90 days. There are 2 relocation parcels that may take 120 days.

- The Right- of-way funds were authorized on 4/1/19, at which time the GDOT District 7 Right-of-Way Office requested 21 months for acquisition time.

### Public Works/Capital Improvement Projects Under Construction

Project Name	Notice to Proceed Date (NTP)	Completion Date(s)
Downtown LCI Streetscape Project [SR 14; CS 4130/W CAMPBELLTON ROAD & CS 4050/SMITH STREET-LCI] (19-005/ PI #0012636)	July 6 <sup>th</sup> , 2020	Substantial: April 13 <sup>th</sup> , 2022 Final: May 22 <sup>nd</sup> , 2022 (outstanding)
Rivertown Road Pedestrian Improvements Project (21-002)	October 4 <sup>th</sup> , 2021	Substantial: March 31 <sup>st</sup> , 2021 Final: August 31 <sup>st</sup> , 2022
Cora Robinson Park Improvements Phase II Project (21-003)	September 27 <sup>th</sup> , 2021	Substantial: June 30 <sup>th</sup> , 2022 Final: July 31 <sup>st</sup> , 2022
Dodd Street Community Plaza Project (21-003)	September 27 <sup>th</sup> , 2021	Substantial: June 30 <sup>th</sup> , 2022 Final: August 31 <sup>st</sup> , 2022
Roadway Improvements on Various City Roads Project (21-004), 2021 Local Maintenance Improvement Grant (LMIG)/TSPLOST City-Wide Resurfacing Project	September 20 <sup>th</sup> , 2021	Substantial: December 17 <sup>th</sup> , 2021 Final: June 21 <sup>st</sup> , 2022
Roadway Improvements on Various City Roads Project (22-001), 2022 Local Maintenance Improvement Grant (LMIG)/TSPLOST City-Wide Resurfacing Project	June 6 <sup>th</sup> , 2022	October 31 <sup>st</sup> , 2022 (anticipated)

### Upcoming Events/Actions/Meetings:

It is anticipated that the Contract Awards for On-Call Construction Management & Project Management (CM/PM) Services and On-Call



## GOVERNMENT OF THE CITY OF FAIRBURN

Professional Engineering & Landscape Architectural Services will be presented at the July 25<sup>th</sup> City Council Meeting.





## Economic Development

Director: Sylvia Abernathy

June 2022

- Participated in Downtown Development Authority (DDA) introductory meeting with Mayor, City Administrator, and Staff regarding growth and development initiatives. –
- Completed the planning and production of Third Fridays on Main Street – Juneteenth Celebration event, celebrating Fairburn's cultural diversity and "Freedom Day," with live music and performance arts to promote downtown arts and entertainment.
- Prepared and wrote July City Newsletter, featuring the Fire Department's Historic Push-In Ceremony, the launch of the ClearGov system, Water Assistance, and more.

### Department Updates:

- Participated in meeting with Administrator, Finance Director, and Consultants ECG's Economic & Community Development overview of economic development resources to support and implement development initiatives.
- Agenda Item for Mayor and Council: Approval of plaque installation, updating regarding different stages and lettering for the Education Building, honoring former Mayor Betty Hannah. Obtained quotes for two additional dedication plaques, one replacement plaque, and building lettering for the education building. – July 11th

**Off-Premises Special Event Permit:** In response to business owners' desire to participate in ongoing downtown events, research, and planning as to the benefits to the city. – **Agenda item for July 11th**

- Distillery Special Permit – **Agenda Item for July 11th**
- Completed June Community Activities Report for Georgia Main Street/ Department of Community Affairs (DCA), which includes data on job creation, real estate sales, housing, new construction, rehab, and public improvement projects for Main Street reporting.
- Soofa System digital wayfinding kiosk installation. A pilot project to enhance pedestrian traffic within the downtown district and community engagement regarding governmental services, community announcements, special events, business services, and more.

### Project Status:

- Adopt-A-Planter Program – submitted a proposal for the implementation of the program.



## GOVERNMENT OF THE CITY OF FAIRBURN

- Façade Grant Program – Draft Proposal for review and submission. – July 14th
- Utility Box Murals – Draft Request for Proposals submitted for review.
- Downtown Catalytic Site Development:
  - Review of potential Catalytic Site in downtown Fairburn, Off Broad. **-In Process**
  - Retail Strategies meeting regarding retail recruitment and downtown implementation efforts. Review of case studies with comparable Fairburn communities. – **In Process**
  - Urban Pulse to discuss upcoming projects with downtown development, funding incentives, and economic development activities - May 27th
  - Redevelopment of downtown parcels.

Business Development and Activation: Ongoing discussions with business and property-owner stakeholders.

### **Upcoming Events/Actions/Meetings:**

- Economic Development Strategic Plan Update
- Business Alliance Meeting - TBA
- Planter Program/ Adopt-A-Spot
- Main Street Board Meeting
- Frankie Arnold Stage Lettering Dedication – TBA (tentative August 19th)
- Betty Hannah Building Lettering Dedication Ceremony- TBA (tentative September 6th)
- Hotel Motel Tax/Funds Report
- Economic Development Strategic Plan
- Third Friday Events & Concert Series
  - Summer Music Festival – July 15th
  - Back to School Celebration – August 19th
  - Hispanic Cultural Celebration Month – September 16th
- Fall Festival & Taste of Fairburn – October 1st
- DDA/DA Board Meeting – 23rd (Upcoming Training on August 3rd)





## Fire Department

Director: Fire Chief Cornelius Robinson

June 2022

### Department Highlights/Accomplishments:

- The Fire Department celebrated the addition of Squad 22 to its fleet with a Push-In Ceremony. Mayor Avery, Council Members Davis, Heath, Pallend, Portis-Jones, and Whitmore, along with representatives from Riverdale & South Fulton Fire Departments, City of Fairburn personnel and residents were on hand to help push the new apparatus into Station 22 in honor of fire service tradition.
- The Push-In Ceremony is featured on the front page of June's *Fairburn Connect*. This is the first ceremony of its kind since the establishment of the department in 2006.
- The office closed on June 20<sup>th</sup> to celebrate Juneteenth. This is the first time that the holiday has been recognized city-wide & nationwide.
- EMS Services and Apparatus Displays were provided at 3<sup>rd</sup> Fridays on Main Street.
- The Fire Department had two successful community events: one at Open Word Christian Ministries with 100 kids, and the other at Harvest Rain Academy with 118 kids.
- 4 personnel members won raffle prizes from *Snacks on the Go* employee event
- Plan Reviews Completed: 17
- Fire Investigations: 2
- Certificate of Occupancy Inspections: 1

### Department Updates:

- Congratulations to newly appointed TAD Battalion Chief Jason Ojeda
- Fire & Deputy Chief attended training at Executive Development Institute in New Orleans, LA
- Fire & Deputy Fire Chief attended the Southeastern Association of Fire Chiefs Conference in Mobile, AL
- Squad 22 currently in service
- Fire Chief, Deputy Chief, Div. Chief of Training, 1 Bat. Chief & 1 firefighter visited Cobb County Fire Station #8 in Kennesaw to be trained on new Squad 22



**Department Updates (cont'd):**

- Met with Fulton County Emergency Communications to discuss updates needed for dispatching
- Along with Division Chief of Training, attended ClearGov Training with Peterson David (Finance Director)
- Attended bi-weekly meeting with Assistant City Administrator to discuss current department status and projects
- Recruitment efforts still in progress. 4 candidates have been interviewed this month.

**Project Status:**

- Station 21 renovations moving along and remain in progress
- HVAC between Parks & Recreation and Fire Department Station 22 currently being repaired
- New Administration vehicles customized and outfitted. Expected delivery next month.
- Replaced aging appliances at Station 21

**Upcoming Events/Actions/Meetings:**

- Truck 23 to be back in operation following repair
- Continuing recruitment efforts with the goal of adding 4 new members of personnel: in need of certified firefighters and medics
- Bi-weekly meeting with Assistant City Administrator to discuss department updates





## Human Resources

**Director:** TaLisha Champagne

JUNE 2022

### **Department Highlights/Accomplishments:**

- Newly created Human Resources Specialist position approved and posted for recruitment. Interviews to be held in July 2022.
- Employee Engagement Committee formed in June and the first quarterly meeting was held on June 21, 2022. The committee consists of staff members representing various departments across the City.
- Held first Employee Engagement Event on June 22, 2022 from 12 noon – 2:00pm; Over 45% of City staff members participated in the event.
- Developed a comprehensive New Hire Orientation presentation featuring an employee's complete overview of City government, employment with the City, policies and procedures, and benefits offered by the City.
- Partnered with other benefits broker to develop benefits overview presentation which will be first featured in New Hire Orientation in July 2022.

### **Department Updates:**

- ✚ Benefits Event "Getting to Know Your Benefits" to be held on July 25, 2022 in partnership with our benefits broker.
- ✚ Leadership Training event "Workers' Comp Made Easy" to be held on August 10, 2022; training event will be facilitated by Georgina Municipal Association (GMA).
- ✚ City's Hiring & Turnover stats for June 2022:
  - New Hires – five (5) employees
  - Separations – four (4) employees; 2-Voluntary, 2-Involuntary
- ✚ Extended eight (8) conditional offers to new hires for the July new hire orientation; Various offers included the hiring incentive pay; a total of 12 new potential new hires for July 2022 (total inclusive of four (4) Police Officers).

### **Project Status:**

- Classification & Compensation Study kick off meeting held on June 13<sup>th</sup>; current job descriptions and pay schedule currently being reviewed. The next phase is Employee Outreach wherein employee will attend orientation sessions and will participate in a focus. Dates to be determined.



## GOVERNMENT OF THE CITY OF FAIRBURN

Policy updates in progress (Standards of Conduct, Internship, Military Leave, Maternity/Parental Leave, On-Call Policy, Telework policy, Workers' Comp policy, Comp Plan/Incentive Pay policy).

- Benefits module "Employee Navigator" go live date July 1, 2022 with benefits broker; current employee benefit and dependent election to be finalized by July 30<sup>th</sup>. Proposal for module integration with current City's payroll system, Netchex, will be requested for review and approval for FY23 budget.

### **Upcoming Events/Actions/Meetings:**

- ✚ Employee Appreciation Day to be held on Sept 9, 2022 in Dunkin Park from 11:00am – 2:00pm.
- ✚ Mental Health leadership training upcoming; date to be determined.





## Planning and Zoning

Director: Tarika Peek

JUNE 2022

### Department Highlights/Accomplishments:

- Call for Artists for Creative Crosswalks was released on June 22<sup>nd</sup>.

### **Boards & Commissions Meetings**

- The Planning and Zoning Commission meeting was held on June 7<sup>th</sup>.
- The Art Advisory Council meeting was held on June 23<sup>rd</sup>.
- Conducted interviews for the Planning and Zoning Coordinator position on June 23<sup>rd</sup>.

### **Community Meetings and other Meetings:**

Meetings with DASH to discuss the upcoming Art Event in the alley on June 14<sup>th</sup>.  
Community Garden Plan Project Team Meeting was held on June 2<sup>nd</sup>.  
Georgia Initiative for Community Housing Committee Meeting – June 13<sup>th</sup>

### Department Updates:

Permit Type & Other	Number Issued
Sign Permit	0
Film Permit	1
Short Term Rental Permit	0
Special Event Permit	1
Occupational Tax License Review	5
Zoning Verification Letter	5
Yard Sale Permit	1

### Project Status:

Community Development Projects Under Review	
Project Name	Plan Type
Popeye's	Site Development Plan
South Park Bldg. A	Site Development Plan
Buckingham - Google	Site Development Plan
South Park Bldg. B & C	Conceptual Site Plan
Copart	Clearing and Grading
Project Miles Trailer Space	Site Development Plan



## GOVERNMENT OF THE CITY OF FAIRBURN

### Upcoming Events/Actions/Meetings:

#### Rezoning Petitions

DRB Group Georgia, LLC – A request to rezone 18.26 acres from R-1 (Single-family Residential) to R-4 (Single-family Residential) for 86 single-family residential lots.

**Meeting Dates: Planning and Zoning Commission - January 11, 2022 - APPROVAL**

**City Council - February 14, 2022 - Deferred to March 28, 2022 - FAILED**

**Rescheduled to May 23, 2022 - APPROVED**

Hernan Creek - A request to rezone 26.35 acres from AG (Agriculture) to R-4 (Single-family Residential) for 56 single-family residential lots.

**Meeting Dates: Planning and Zoning Commission - May 3, 2022 - APPROVAL**

**City Council - June 13, 2022 - APPROVED**

Liberty Communities - A request to rezone 46.1 acres from AG (Agriculture) to R-4 (Single-family Residential) for 175 single-family residential lots.

**Meeting Dates: Planning and Zoning Commission - May 3, 2022 - DENIAL**

**City Council - June 13, 2022 - DENIED**

Grind Capital Group - A request to rezone 32.3 acres from AG (Agriculture) to M-1 (Light Industrial) Residential) for a 273,000 square foot warehouse with a future build-out for an additional 128,000 square feet.

**Meeting Dates: Planning and Zoning Commission - June 7, 2022 - DENIAL**

**City Council - July 11, 2022**

South City Partners - A request to rezone 14.979 acres from C-2 (General Commercial) to PD (Planned Development) for 288 multi-family units with a clubhouse, 4,000 square feet of retail space, and conservation open space with a concurrent variance to reduce the number of parking spaces from 2 per unit to 1.5 per unit.

**Meeting Dates: Planning and Zoning Commission - June 7, 2022 - APPROVAL**

**City Council - July 11, 2022**

Richard Lindsey - A request to rezone 3.14 acres from R-1 (Single-family Residential) to C-2 (General Commercial) for a convenience store with six pumps and two retail spaces.

**\* This rezoning application was withdrawn by the applicant on March 24<sup>th</sup> \***

MCRT SFR Investment/Battle Law - A request to rezone 41.89 acres from AG (Agriculture) to RM-12 (Multi-family Residential) for a 194-unit multi-family townhouse development.

**Meeting Dates: Planning and Zoning Commission - August 2, 2022**

**City Council - September 12, 2022**

Landmark Christian School – A request to reduce the side yard and front yard setback to allow the construction of a new building.

**Meeting Date: Planning and Zoning Commission - August 2, 2022**





## GOVERNMENT OF THE CITY OF FAIRBURN

Rhys Black & Shannon Loe - A request to reduce the side yard setback to allow the renovation of an existing structure into an accessory dwelling structure.

**Meeting Dates: Planning and Zoning Commission - August 2, 2022**

### **Proposed Text Amendments**

- Add liquor stores to the list of prohibited uses within the Highway 74 Overlay District
- Revise the text for prohibited tire treading and recapping uses to add tire repair shops and add a separation distance requirement for automobile repair shops (to include oil change, body repair, and tire repair shops)
- Notice of public hearing letters to property owners distance increase from 500 feet

*The above-mentioned text amendments are under legal review.*

### **Creative Placemaking and Public Art Initiatives**

- Call for Artists for Creative Crosswalks

#### **SCHEDULE**

- Publish Call for Artist on **June 22, 2022**
- Deadline for all artist proposal submissions on **July 21, 2022**, by 5:00 p.m. EST
- Proposal reviewed and selected by City Staff and Art Advisory Council early **August 2022**
- Final designs and artists presented to Fairburn City Council in late **August 2022**
- Selected Artist(s) notified, public announcement and showcase of artists and design late **August 2022**
- Crosswalks completed by late **September 2022**
- Summer Art Event in the Alley - August 20, 2022 (rain date August 21<sup>st</sup>)



## Property Management

Director: Harvey Stokes

June 2022

### **Department Highlights/Accomplishments:**

- HVAC system repaired at the Out-Building #2 at the Educational Campus
- Fire Station 21 modification/renovations is nearing completions with the focus on stripping the old surface in order to prep the area for the new HD product.
- A/C repaired at Duncan Park Poolhouse.
- Keyless entry access system (FOB) is scheduled for installation at the Police Department July 25<sup>th</sup>.
- Sealed the water protrusion from rain water at the Utility Department.
- HDMI wiring completed for the monitor at the Human Resource building.
- Reviewing the construction documents for SouthPark Building A
- Met with the Fire Chief and his staff along with the generator vender this week to create the specs needed to supply power to both the Fire Station and Youth Center in the case of emergency.
- Pressure cleaned the building exterior of Armando's restaurant
- The Youth Center power conversion from a one to a three-phase system is completed.
- The new 10 tons HVAC system installation is complete at the Youth Center.
- Building inspections performed daily for both residential and commercial projects.

### **Department Updates:**

- This department participated in at least 8 (ORR) Open Records Request for the month of June.

### **Project Status:**

- Construct an additional office at HR building.
- Check for restriction of air flow in Utility managers office at Utilities.
- Re-key the street department breakroom.
- Adjust door hinges on front door at the Youth Center.





## GOVERNMENT OF THE CITY OF FAIRBURN

- Lock replacement at the stage storage rooms at the Downtown Plaza.
- The overhead projector system in the Annex building to be installed.
- Replace the defective wiring on the HVAC system in Planning and Zoning suite, due to the de-energizing of the power to the building, this work to occur after hours or weekend, as to not interfere with the functions of other departments in the facility.
- Replacement of HVAC system in IT room at Fairburn Utility.
- Human Resources Install a land line for fax machine.

### **Upcoming Events/Actions/Meetings:**

- Security access system (FOB) at Fairburn Youth Center. To be designed and scheduled after the completion of Police Dept. system.



## Police Department

Director: Chief James A. McCarthy

June 2022

### **Department Highlights/Accomplishments:**

- Attended Harvest Rain Youth program on two dates, 7/01 and 6/24
- Warehouse at 7300 Oakley Industrial Blvd called to request active shooter training, scheduled for 7/19

### **Department Updates:**

- Currently have 4 vacancies

### **Project Status:**

- Electronic door lock conversion upcoming

### **Upcoming Events/Actions/Meetings:**

- Command Staff meeting every Wednesday at 10 AM
- Chief and Deputy Chief will be in Savannah 7/24 – 7/27 for Georgia Association of Chiefs of Police summer training conference
- Senior self-defense class 8/24 at youth center





# Fairburn Police Department

James McCarthy

Chief of Police

191 SW Broad Street  
Fairburn, GA 30213

Phone: 770-964-1441  
Fax: 770-774-7908



## June 2022 Crime Report

### Total Part 1 Crime Incidents

○ 2022 YTD	166
○ 2021	328
○ 2020	416
○ 2019	589
○ 2018	709
○ 2017	824

Part 1 crimes are murder, manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, theft, and arson

Month	Increase / Decrease Same Month Prior Year	Total Part 1 Crimes
January 2021	- 56.9%	26
February 2021	- 7.4%	25
March 2021	- 19.4%	31
April 2021	- 22.2%	21
May 2021	4%	26
June 2021	- 9.6%	29
July 2021	- 14.2%	32
August 2021	- 35.2%	24
September 2021	- 30.5%	26
October 2021	- 31%	27
November 2021	36%	32
December 2021	- 23.6%	28
January 2022	7%	28
February 2022	- 8%	23
March 2022	-9.6%	28
April 2022	4.7%	22
May 2022	30.7%	34
June 2022	17.2%	34



# Fairburn Police Department

James McCarthy

Chief of Police

## Executive Summary June 2022



- **Uniform Patrol Division**
  - **Total Calls Answered:** 789
    - Self-Initiated 1,265
    - Dispatched 789
  - Arrests 50
  - Arrest – Released 42
  - Citations 537
  - Warnings 682
  - Incident Reports 285
  - Accident Reports 79
- **Special Services**
  - N/A for June, units assigned to patrol division
- **Criminal Inv. Division – June**
  - Cases Assigned 46
  - Ex-Cleared 1
  - Cleared by Arrest 1
  - Unfounded 0
  - Inactivated 10
- **CID – Cases Prior to June**
  - Carry Over 131
  - Ex-Cleared 1
  - Cleared by Arrest 0
  - Unfounded 0
  - Inactivated 19
- **Internal Affairs**
  - Vacancies
    - 4 police officers
    - 1 code enforcement
  - 1 military leave (PD)
  - 1 officer in training (PD)

### Police

#### June 2020

- Citations 538
- Warnings 1,589
- Arrests 15
- A/R 82

#### June 2021

- Citations 583
- Warnings 1,202
- Arrests 22
- A/R 62

#### June 2022

- Citations 537
- Warnings 682
- Arrests 50
- A/R 42

*June '21 compared to June '22  
17% Part 1 crime increase*

### Code Enforcement

#### June 2022

- Care of Prem. 107
- Stop Work 0
- Signs Rmvd 23
- Door Hngs 10
- 5 Day Notice 66
- Citations 4
- Complaints Resolved 15





## Public Relations & Community Engagement Consultant

Contractor: Ashley Nicole Communications, LLC

JUNE 2022

### **Department Updates:** Month of June 2022

### **Written and Distributed Press Releases**

- Press Release: City of Fairburn Third Fridays on Main Street Presents the Juneteenth Cultural Celebration & Concert
  - Distribution Date: Tuesday, June 7<sup>th</sup>
  - South Fulton Neighbor News:  
[https://www.mdjonline.com/neighbor\\_newspapers/south\\_metro/community/fairburn-kicks-off-summer-with-main-street-concerts/article\\_c58e54bc-febc-11ec-950c-a714ca730469.html](https://www.mdjonline.com/neighbor_newspapers/south_metro/community/fairburn-kicks-off-summer-with-main-street-concerts/article_c58e54bc-febc-11ec-950c-a714ca730469.html)
- Press Release: City of Fairburn Fire Department Invites the Public to a "Push-In Ceremony" to Dedicate New Fire Engine
  - Distribution Date: Thursday, June 9<sup>th</sup>

### **Created and Posted Social Media Content (some posts scheduled multiple days)**

- Yard Waste Service Update
- Trash Service Update
- GFL Service Update Reminders
- GFL Cart Placement
- Event Posts: Third Fridays on Main Ft. Juneteenth Cultural Celebration
- Event Posts: Fire Department "Push-In" Ceremony
- Event Posts: Fairburn Community Yard Sale
- Stormwater Runoff Best Practices
- Important Notice: Lane Closure on W. Broad Street
- Important Notice: Duncan Park Pool & Splash Pad Capacity
- Juneteenth Closure Notice
- Chair Aerobics Workout Class
- RFP: Parks & Recreation Afterschool Program Provider
- Important Notice: Water Main Break
- Important Notice: Notice of Filming/Lane Closure
- Low-Income Home Water Assistance Program (LIHWAP)
- RFP: Call for Artists for Creative Crosswalks
- Utilities Department Notify-Me



### **Projects & Marketing Materials Created**

- Project: Third Fridays on Main Summer Concert Festival
  - Materials Created
    - Flyer
    - Social Media Post
    - Eventbrite
- Project: Fire Department Push-In Ceremony
  - Materials Created
    - Flyer/Invitation
    - Social Media Post
    - Eventbrite
- Project: RFP - Afterschool Services Parks & Recreation
  - Created RFP Flyer/Social Media Post
- Project: Human Resources Snacks on the Go
  - Materials Created:
    - Flyer
    - Employee Coupons
- Project: Human Resources EAP
  - Materials Created:
    - Flyer
- Project: Human Resources Leadership Training
  - Materials Created:
    - Flyer
- Project: Utilities “Notify-Me” Campaign
  - Materials Created:
    - Flyer
- Project: RFP - Call for Artists for Creative Crosswalks
  - Materials Created:
    - Flyer
- Provided edits to the July Newsletter

### **Website Management**

- Updated Department Head Headshots
- Re-directed City Administrator webpage
- Added City Administrator’s Monthly Reports
- Met with Utilities team to discuss page updates
- Added Low-Income Home Water Assistance Program
- Added Utilities “Notify-Me” Campaign flyer
- Added the 2021 Fairburn CCR Report





## STREET DEPARTMENT

Director: Street Department

June 2022

### Department Highlights/Accomplishments:

**One Staff Member Has Been Promoted**

**One Employee Received His ASE Certification**

**Two New Employees Hired**

### Department Updates:

**Five Dirt Roads Have Been Cleared (Bladed)**

**3 Trees Have Been Removed**

**Bucket Truck Inspections Completed**

**Street Sign Replacements w/ Logos**

### Project Status:

**Paint the Walk Bridge on E Broad St**

**Sidewalk Repair on Senoia Rd**

**Landscape improvements at the Depots**

**Landscape improvements at the Monuments**

**Road Patchwork on Oakley Industrial**

### Upcoming Events/Actions/Meetings:

**City Concert Scheduled for 7/15/2022**



## Utilities Department

Director: John D. Martin, QWLA

June 2022

### **Department Highlights/Accomplishments:**

#### **Director's Office:**

- Attended MEAG CEO Roundtable Meeting
- Utilities Department Weekly Leadership Meeting
- Concert Meeting Logistics & Run of Show Review (Frankie Arnold Stage and Courtyard)
- Interviews: Utilities Maintenance Worker I, Journeyman Electric Lineman, and Electric Lineman
- Meter Reader System Meeting (City Hall)
- Fairburn Utilities Website Meeting with Media Consultant (Ashley Minter) and staff
- Bi-weekly Department Meeting with Asst. City Administrator
- Fairburn Meter Replacement Project meeting with installation contractor
- Paymentus Meeting (06/10/2022)
- MEAG Meeting (City Hall)
- Cintas Safety Meeting (06/15/2022)
- Swift Comply Teams Kickoff Meeting (06/14/2022)
- Enterprise Fleet Catch Up Meeting
- Monthly Project Meeting with Integrated Science Engineering
- EPD submittal and posting of Fairburn 2021 Water Quality Report
- Department Leadership meeting (06/09/2022) (06/19/2022)

#### **Customer Service/Meter Reading:**

- Mailed out 7,023 utility bills in June 2022
- Meeting about Meter Changeout Program with City Administrator's Office and Kevin Purcell
- Cintas Safety Meeting with Ryan McLelland
- Meeting with Incode Leadership Team (Alea Karnbach) about migration issues
- Meeting with the Paymentus Team (Peter Guido) & Finance Team
- Compiled and discussed items for City website page with Ashley Minter
- Defensive Driving Course for Meter Readers (06/01/2022)





## GOVERNMENT OF THE CITY OF FAIRBURN

- Worked closely with Code Enforcement to give a citation to the contractors in Renaissance South for water tampering
- Created "Trouble Code" sheets to track deficiencies identified by Meter Team and need attention from other divisions
- Meter Reading Staff successfully collected 1,124 visual reads for billing

### Electric:

- Tree trimming by contractual agreement completed on the following streets: Willow Creek, Greenwood, Orme, Azalea, Fayetteville, Spence, East Campbellton, Pine, Shannon Chase, and Lake Esther. Also, trimmed hot spots on Bohannon and Hwy 74
- Received overhead transformers from February order with Solomon
- Groundman, Jesse Cox elevated to Lineman
- Security locks applied to equipment and enclosures in Lake Esther, Magnolia, Colony Trail, Wood Way, St. Johns, Creekwood, Smucker's, Google, SC Johnson, NEFAB, Bohannon Rd. Evergreen apartments
- Met with Brian Jaynes and Greg Lee of ECG along with Brian Thompson (G.C.) on movement of circuit W-1222 due to encroachment boundaries on private property for Greystar properties at Ella Lane and Oakley industrial Blvd
- Met with Pro Source, Jody Bennett for quote on movement of W-1222 Circuit
- Met with UTEC, David Mathis for quote on movement of W- 1222 circuit
- Installed 3 phase line in coordination for A/C at youth center
- Repaired lights and power at Duncan Park at Pavilion #1
- Prepared for Juneteenth holiday at Frankie Arnold Stage
- Interviewed Matthew Cole for Journeyman Lineman position
- Met with Brian Jaynes of ECG at Google to test transformer hotspot with infrared camera
- Completed yearly preventive maintenance on fleet vehicles through ALTEC
- Monthly On-calls: 15

### Water/Sewer:

- Defensive Driving Course for Water & Sewer (06/01/2022)
- Jetted sewerline 208 Broad Street and 130 Fieldstone
- Replaced sewer manhole (Malone Street)
- Flushed fire hydrant on Village Point, 7730 Cabrini Place, 448 Willow Creek Road
- Unclogged sewer lateral: None
- Rereads: 35



## GOVERNMENT OF THE CITY OF FAIRBURN

- Meter Leaks: 6
- Meter Installations: 18
- Locates: 7
- Check Low Water Pressure: 13
- Meter Maintenance: 8
- Replaced meter lids: 4
- Monthly On-calls: 11
- Sewer Back-ups: 5

### Stormwater:

- Identifying and inspecting of damaged storm drains
- Jetted overflowing storm drains
- Repaired storm drain-Strickland Street
- Cleaned storm drain-1770 Crosswinds Walk

### COVID-19:

- Water and Sewer personnel are maintaining restrictions and social distancing.
- Utilities buildings are wiped down on Mondays and Thursdays to prevent exposure.

### Department Updates:

- Customer Service/Meter Reader Work orders completed: 1,007
- Water/Sewer Work orders completed: 118

### Project Status:

- Fire Hydrant Replacement Project (06/13/22). Council approved for lowest bidder. Shockley Plumbing, Inc.
- Upgrade Power Grid (Elder & Poplar)-Bid preparation
- 2021 Storm Drain Lining Project (*In Progress-awaiting easements*)

### Upcoming Events/Actions/Meetings:

- Upgrade Power Grid (Elder & Poplar)
- LIHWAP project-(06/13/22)-Need Council approval on 7/11/2022
- Overhead to Underground Power Installation (Rivertown Road)
- Implementation of the Backflow/FOG (Fats, Oils, and Grease) software (*On-going*)
- Prepare Backflow Ordinance for Mayor and Council approval
- Review meter details for new developments and renovations