



**City of Fairburn
Council Meeting Minutes
February 13, 2023
7:00 pm**

- I. Roll Call by City Clerk, Brenda B. James found the following members present:

The Honorable Mayor Pro-Tem Linda J. Davis
The Honorable Alex Heath
The Honorable Ulysses J. Smallwood

The Honorable Hattie Portis-Jones
The Honorable Pat Pallend
The Honorable James Whitmore

- II. The meeting was called to order by the Honorable Mayor Avery.
Also present was City Administrator Tony Phillips, Assistant City Administrator Jamila Criss, City Attorney Rory Starkey, Assistant City Attorney Serena Nowell, Attorney Amber Qualls, and City Clerk Brenda James.
- III. The invocation was provided by Pastor Douglas Thompson, Harvest Rain International.
- IV. Pledge of Allegiance was in Unison.
- V. Presentations and Proclamations: Landmark Christian School – Girls Track & Field State Champion.

Chapin Scott, Parks & Recreation Director stated she is presenting an Award of Achievement to Landmark Christian School, Girls Track and Field Team. Last year, they had an outstanding performance winning the GHSA 1A Private Georgia High School State Championship, led by Coach Milton Campbell. Their last win was in 2008.

Coach Campbell thanked Mayor and Council for taking the time to recognize these young ladies' achievements. He said they are phenomenal ladies on the track, but he is impressed on how they carry themselves off the track, they are all leaders.

Mrs. Scott stated one of the coaches, Coach Sierra Dukes has been a part of this community and has been entered into the Georgia High School Hall of Fame, she won 16 State Championships within her high school years and was on the team with Councilwoman Linda J. Davis's daughter. Coach Dukes stated it was an honor being a part of Landmark Christian School track team, for five years, she started in 8th grade. It was hard work and thanked everyone who helped her along the way, especially Chapin Scott.

Mayor Pro Tem Davis stated she is a former track mom for Landmark Christian School, her daughter Lynnette Fitts ran with Coach Dukes, and they won the Championships three years back to back. She said she was so proud of Sierra, and she is so deserving of this award and she is proud to be associated with Landmark Christian School.

Chapin Scott stated Coach Milton Campbell was a world champion in 1999, 2000, 2003, and in 2006. She said Fairburn is situated to succeed and thanked Mayor and Council for allowing her to present this award to these young ladies who accomplished a very big milestone.

VI. Adoption of the City Council Agenda:

Councilman Smallwood made a motion to adopt the agenda, with Mayor Pro Tem Davis providing the second. **The motion carried unanimously.**

VII. Approval of the Minutes: Regular Council Meeting Minutes of January 23, 2023

Councilman Heath made a motion to approve the minutes as written, with Councilman Smallwood providing the second. **The motion carried unanimously.**

VIII. Public Comments: N/A

IX. Consent Agenda:

1. Award of RFP # 23-001 – On-Call Architectural and Engineering Design Services

Facilities Director, Dana Smith presented this item and stated the City of Fairburn currently does not have long-standing agreements with architectural and engineering design services for capital projects. As the City is undergoing facility condition assessments, along with already known property issues, and anticipating the future growth of the City of Fairburn, we put out an RFP in November of 2022. The RFP was to solicit vendors to be on call for on-demand services for five (5) years. These vendors were the top scoring vendors and were selected by the selection committee. These firms are of different size groups to handle small or large special designs we may need, and all of them have experience with municipality and local government design. The RFP process is a solicitation for companies or vendors to provide proposals including pricing and qualifications to provide particular services. The variables in choosing the best firm were experience, qualifications, technical expertise, similar contracts in clientele, and their fees.

Councilman Smallwood made a motion to award RFP-001 On-Call Architectural and Engineering Design Services to Pieper O'Brien Herr, Goodwyn Mills Cawood, Harri+Smith and Gardner Spencer Smith Tench & Jarbeau, with Councilman Heath providing the second.

Mayor Pro Tem Davis said she is impressed with the process, it is very thorough and detailed. She really liked how the firms were requested to advise their five references in advance that he would be calling. The way businesses responded and the weighted variables, there were minority vendors, and female vendors which she was glad to see but had concerns about the subcontractors being lower in costs providing the same

expertise or title. Mr. Smith said they are working with Finance to develop a system to measure, track, and maintain small minority businesses. They can't enforce anything until they have a policy which they are currently discussing.

Mayor Avery stated as this relates to a female small business minority, without a disparity study, you are not authorized to consider. We can collect the data and discuss it but we cannot consider approval, that's a violation of the law.

Tony Phillips stated they are very involved with looking at our procurement policy with our Finance Director. We've hired a new Purchasing Manager that will start March 1st and we are looking at a policy. Mayor Pro Tem Davis said this is very important, it has been handled with professionalism and thanked Mr. Smith for everything regarding the RFP.

Councilman Heath stated we have four different engineering firms and asked if there was a retainer required to keep those firms in our fold. Mr. Dana Smith stated no, there is no retainer fee and it's typical for this situation. Most of these firms are familiar with this type of contract and it's on demand, plus the RFP speaks to no guaranteed amount of contract per year and is based on the demand of the city.

Mayor Avery stated the City of Atlanta is the only metro area that has a minority female goal-based program. Fulton County government is called race neutral, meaning no goals. Fulton County achieved 30 plus percent in minority female small business disadvantage from all the different verifications and by law cannot enforce or require a company to use minority female programs, guidelines must be in place. After discussion, **the motion carried unanimously.**

X. Public Hearing and Agenda Items: N/A

XI. Reports: N/A

XII. Council Comments:

Councilwoman Portis-Jones congratulated Landmark Track Team to the success and recognition of their coaches.

Councilman Whitmore congratulated Landmark Christian School for their success. He recognized Fairburn Police Department, under the new leadership of Chief Anthony Bazydlo for the community outreach on the house watch flyer for the upcoming spring. For anyone listening and planning on going away, please take advantage of the house watch program where our police department would come out to your house twice during a shift. For all the ladies and staff in the City of Fairburn, tomorrow is Valentine's Day and wished them all a Happy Valentine's Day.

Councilman Pallend said we know it's Valentine's Day tomorrow and suggested holding off buying candy until the following day, it gets very cheap.

Councilman Heath wished all the ladies a Happy Valentine's Day and to the gentlemen, go get flowers and candy.

Councilman Smallwood wished everyone a Happy Valentine's Day and said go get your stuff.

Mayor Pro Tem Davis stated she attended a Galentine lunch that Human Resources put on today celebrating women being friends. They had the chambers decorated to the hilt and provided a great meal, fellowship, and dance. Our Employee Engagement Committee is doing such a fabulous job.

Tony Phillips said over the last two weeks, we have had several residents of Manor at Broad Street come to city hall. He met with at least six residents that had concerns about pending rent increases as well as other concerns. Manor at Broad is a privately operated entity, it is not managed by the city, and we don't have any direct operational control. Because it is in such close proximity to city hall, that issue is sometimes confused. We have reached out to Prestwick Development, the owners of the facility and had a conversation with their CEO, Jody Tucker last week and asked them make arrangements to meet with the residents. There seems to be communication issues where some of our seniors are not clear on what the next steps are. It is a HUD development with certain provisions and guidelines pursuant to Housing and Urban Development that govern how rental rates are determined. It is not our property, but they are our residents, and we will try to help facilitate communication to bring clarity around what is going on.

Councilman Smallwood stated he has been contacted by residents and being advocates for our citizens, showed concern about the communications issue. The increases will take place on some of the residents at the first of the month, so that meeting really needs to take place so everyone will know what's going on.

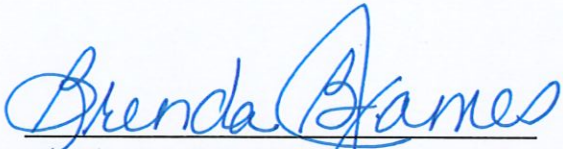
Mayor Pro Tem Davis said she knows we are trying to facilitate and hopes this will clarify that and asked if there were any remedies. Mr. Phillips stated there are definitive guidelines from the federal government through the Department of Housing and Urban Development about how those rental rates are determined, it's not free market. Some of the guidelines and formulas that are determined on rate increases are Consumer Price Index, the area of median income, and social security income. Prestwick Development stated the rental rates have not been raised in over three years, since the pandemic started.

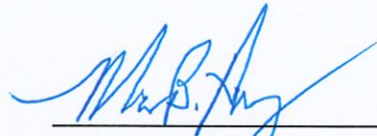
Councilwoman Portis-Jones said when the unit was built, they received tax credits from the state and asked if those were the same. If it is, what are the guidelines or obligations relative to them receiving the tax credits to build the unit. Cost was one factor, but payment of taxes is another and asked what impact that would have on profit level or rent increases. Mr. Phillips stated we are conducting due diligence as it is a private development and it is not the same thing as HUD. The state requirements are

a different set of requirements than the HUD guidelines. Councilwoman Portis-Jones suggested him to reach out to the Department of Community Affairs who oversees that and see what guidance they may be able to provide.

XIII. **Adjournment:**

Mayor Pro Tem Davis made a motion to adjourn the meeting with Councilman Heath providing the second. The meeting adjourned at 7:35 pm. **The motion carried unanimously.**


Brenda B. James, City Clerk


Mario Avery, Mayor