



**CITY OF JONESBORO
Special Called Meeting
170 SOUTH MAIN STREET
May 31, 2016 – 1:00 PM**

NOTE: As set forth in the Americans with Disabilities Act of 1990, the City of Jonesboro will assist citizens with special needs given proper notice to participate in any open meetings of the City of Jonesboro. Please contact the City Clerk's Office via telephone (770-478-3800) or email at rclark@jonesboroga.com should you need assistance.

Agenda

I. CALL TO ORDER

II. NEW BUSINESS

1. Council to consider approval of Position Classification of Park Ranger (Part-Time).
2. Council to consider approval of Ordinance #2016-08 regarding prohibition of tobacco in city owned or operated facilities.

III. ALCOHOL BEVERAGE LICENSES

1. Council to consider approval of Application 16ALCSUB-001, as submitted by Savoy Bar and Grill, requesting an alcohol sub-permit for Lee Street Park on June 4, 2016.



CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary

Agenda Item #

2.1

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COUNCIL MEETING DATE

May 31, 2016

Requesting Agency (Initiator)

Office of the City Administrator

Sponsor(s)

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Council to consider approval of Position Classification of Park Ranger (Part-Time).

Requirement for Board Action *(Cite specific Council policy, statute or code requirement)*

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

Yes

Recreation, Entertainment and Leisure Opportunities, Safety, Health and Wellbeing

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Since Lee Street Park has been opened, we have received numerous complaints with regards to proper utilization of the park. In an effort to remedy this forthcoming problem and to have visual presence, staff is recommending that a position, entitled "Park Ranger" be approved. Some of the essential functions include identifying and investigating suspicious behaviors; ensuring compliance with park rules and regulations; providing an official presence to deter vandalism, unsafe behaviors or other activities which jeopardize the security of parks; working to resolve conflicts with patrons and stopping potentially dangerous and/or destructive behaviors; contacting the police when additional assistance is needed or a crime has been committed; providing assistance, directions and information to patrons; promoting park activities and services; and responding to complaints; reporting broken park equipment; maintaining aesthetic value of the park; reporting and/or repairing hazardous trail conditions. Enforce City ordinances and State Laws as applicable. Issue citations and summons as necessary. Be able to present cases and testify in Court as needed. Incumbent may perform additional related duties as required. This is a part-time position requiring the incumbent to work hours typically ranging from 12:00 p.m. to 9:00 p.m. weekdays and weekends.

To ensure that we solicit qualified personnel, the minimum qualifications of the position classification require you to have at least one year of experience and be a certified Georgia Peace Officer. To that end, we are seeking to hire two part-time qualified individuals that would rotate days & weekends. The Park Ranger will report directly to the Chief of Police & will be provided the motorized cart to patrol Lee Street Park and to also monitor activities at other parks, when necessary.

Should Mayor & Council approve the addition of this position, we are requesting that the pay be set at \$14.50 per hour, no more than 30 hours per week. This equates to roughly 120 hours per month, 1440 hours per year & a total salary of \$20,880.00. The Park Ranger would be required to wear a uniform (different from that of a police officer) and also report all activity. In addition to normal patrol, the Park Ranger would also serve as a liaison for park guests assisting them with information relative to park functions, helping to keep the park tidy and locking up the park.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

\$14.50 per hour

Part-Time

\$20,880.00 per year.

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky Clark, City Administrator

Date

May, 31, 2016

Signature

City Clerk's Office

Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- Job Description - Park Ranger

Staff Recommendation *(Type Name, Title, Agency and Phone)*

Approval

Council to consider approval of Position Classification of Park Ranger (Part-Time).

City of Jonesboro

JOB DESCRIPTION

POSITION: Park Ranger

REPORTS TO: **CHIEF OF POLICE**

OVERVIEW: The purpose of this position is to patrol all parks owned/operated by the City of Jonesboro and monitor park activities and patrons. Enforce City Ordinances and State Law as Necessary.

Salary: \$14.50 per hour / Part-Time

MINIMUM QUALIFICATIONS

High school diploma or GED; supplemented by one year of experience as a certified Georgia Peace Officer.; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Georgia Driver's license. Must be able to meet Georgia Peace Officer Standards and Training Council requirements. Must be able to obtain 20 hours of annual training and firearms requalification.

ESSENTIAL DUTIES

Some of the essential functions include identifying and investigating suspicious behaviors; ensuring compliance with park rules and regulations; providing an official presence to deter vandalism, unsafe behaviors or other activities which jeopardize the security of parks; working to resolve conflicts with patrons and stopping potentially dangerous and/or destructive behaviors; contacting the police when additional assistance is needed or a crime has been committed; providing assistance, directions and information to patrons; promoting park activities and services; and responding to complaints; reporting broken park equipment; maintaining aesthetic value of the park; reporting and/or repairing hazardous trail conditions. Enforce City ordinances and State Laws as applicable. Issue citations and summons as necessary. Be able to present cases and testify in Court as needed. Incumbent may perform additional related duties as required. This is a part-time position requiring the incumbent to work hours typically ranging from 12:00 p.m. to 9:00 p.m. weekdays and weekends. Attendance is an essential function of this position.

SUPERVISORY CONTROLS

The work of this position is performed under the direct supervision of the Chief of Police. The position requires compliance with directives, policies and/or procedures, as identified for the City of Jonesboro and the Jonesboro Police Department.

SUPERVISION GIVEN

This position does not supervise any other positions

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate sounds, odor, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, or violence. Clayton County, Georgia, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

To apply you may obtain an application from the City of Jonesboro City Hall located at 124 North Avenue Jonesboro, Georgia or contact the City Administrator at rclark@jonesboroga.com.

The City of Jonesboro is an Equal Opportunity Employer



CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary

Agenda Item #

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COUNCIL MEETING DATE

May 31, 2016

Requesting Agency (Initiator)

Office of the City Administrator

Sponsor(s)

Requested Action (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Council to consider approval of Ordinance #2016-08 regarding prohibition of tobacco in city owned or operated facilities.

Requirement for Board Action (Cite specific Council policy, statute or code requirement)

Is this Item Goal Related? (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes

Safety, Health and Wellbeing

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

In 2013, the Jonesboro Mayor & Council approved a prohibition of tobacco at all parks. Unfortunately, there was no actual legislation (code revision, policy) implemented. To formalize the Council's intent, staff has prepared an ordinance to be codified with the City of Jonesboro Code of Ordinances to ban the practice of utilizing tobacco products in City owned and/or operated facilities.

In promoting health and wellness and facilitating community problem solving, staff believes it is in the best interest of the City to formally adopt a Tobacco Free policy. State-wide, outdoor smoking ordinances are designed to be self-enforcing. When communities pass these types of policies, they do not intend for police officers to spend their time search for people smoking in public places. Rather, the expectation is that through education and signage, residents and park goers will become aware of the smoking restrictions and most individuals who smoke will obey the law. We believe that tobacco use in the proximity of children and adults engaging in or watching recreational activities at City-owned or operated facilities is detrimental to their health and can be offensive to those utilizing our parks.

Staff has been in communication with the Department of Public Health who has advised that they will assist with the purchase and erection of tobacco free signage, once the ordinance is adopted. In addition, the Department of Public Health will assist the City in making their official announcement of our "Tobacco-Free Initiative" at our June 4, 2016 Concert.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

N/A

Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- ORD 2016-07 Tobacco-Free Policy

Staff Recommendation (Type Name, Title, Agency and Phone)

Approval

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky Clark, City Administrator

Date

May, 31, 2016

Signature

City Clerk's Office

Council to consider approval of Ordinance #2016-08 regarding prohibition of tobacco in city owned or operated facilities.

STATE OF GEORGIA

CITY OF JONESBORO

ORDINANCE NO. 2016-07

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF JONESBORO, GEORGIA, BY RENAMING CHAPTER 6 TO ALCOHOLIC BEVERAGES & TOBACCO PRODUCTS; TO ADD A NEW ARTICLE XI, TOBACCO, TO CHAPTER 6 AND A NEW SECTION, 6-219, TOBACCO USE PROHIBITED; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES

WHEREAS, the duly elected governing authority of the City of Jonesboro, Georgia (the “City”) is the Mayor and Council thereof; and

WHEREAS, the City has the power to adopt regulations promoting the public health, safety, and general welfare of its citizenry pursuant to Article IX, Section II, Paragraph II of the 1983 Constitution of the State of Georgia; the Municipal Home Rule Act (O.C.G.A. § 36-35-1 *et seq.*); and Section 1.13(11) of the City’s Charter; and

WHEREAS, the City believes that tobacco use in the proximity of the children and adults engaging in or watching outdoor recreational activities at City-owned or operated facilities is detrimental to their health and can be offensive to those using such facilities; and

WHEREAS, the City has a unique opportunity to create and sustain an environment that supports a non-tobacco norm through a tobacco-free policy, rule enforcement, and adult-peer role modeling on City-owned outdoor recreational facilities and;

WHEREAS, the City believes parents, leaders, and officials involved in recreation are role models for youth and can have a positive effect on the lifestyle choices they make; and

WHEREAS, the tobacco industry advertises at and sponsors recreational events to foster a connection between tobacco use and recreation; and

WHEREAS, cigarettes, once consumed in public spaces, are often discarded on the ground requiring additional maintenance expenses, diminish the beauty of the City's recreational facilities, and pose a risk to toddlers due to ingestion; and

WHEREAS, state law prohibits smoking in state and local governmental buildings in O.C.G.A. § 31-12A-3; and

WHEREAS, the City has determined that the prohibition of tobacco use at the City's recreational facilities serves to protect and positively impact the health, safety and welfare of the citizens of City of Jonesboro, Georgia.

BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF JONESBORO, GEORGIA, and by the authority thereof:

Section 1: The Code of Ordinances of the City of Jonesboro, Georgia is hereby amended by retitling Chapter 6 of the Code from Alcoholic Beverages to Alcoholic Beverages & Tobacco Products, by adding a new Article XI, Tobacco, to Chapter 6, and adding a new section 6-219, Tobacco use prohibited, which shall read and be codified as follows:

“Article XI: Tobacco

Sec. 6-219. – Tobacco use prohibited.

(a) It shall be unlawful for any person to smoke or use tobacco products, including but not limited to, snuff and chewing tobacco, in all parks and all facilities located thereon, owned, leased and/or controlled by the city and operated under the jurisdiction of the city, and in all enclosed facilities, including building owned, leased, or operated by the State of Georgia, its agencies and authorities, and any political subdivision of the state, municipal corporation, or local board or authority created by general, local, or Special Act of the General Assembly or by ordinance or resolution of the governing body of a municipal corporation individually or jointly with other political subdivisions or municipalities of the state.

(b) The City shall conspicuously post signs prohibiting smoking and use of tobacco

- products in all designated areas.
- (c) Any person found violating this policy may be subject to immediate ejection from the recreation facility.
 - (d) Smoking in a park that has clearly been designated by a no smoking sign shall, in addition to a violation of this section, be a violation of O.C.G.A. 16-12-2, which prohibits smoking in designated public places.”

Section 2: All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 3: This Ordinance shall be codified in manner consistent with the laws of the State of Georgia and the City.

Section 4: (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

paragraphs, or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs, and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 5: The effective date of this Ordinance shall be the date of adoption unless otherwise specified herein.

ORDAINED this _____ day of _____, 2016.

CITY OF JONESBORO, GEORGIA

JOY DAY, Mayor

ATTEST:

RICKY L. CLARK, JR., City Clerk

APPROVED AS TO FORM:

STEVE FINCHER, City Attorney



CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary

Agenda Item #

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COUNCIL MEETING DATE

May 31, 2016

Requesting Agency (Initiator)

Office of the City Administrator

Sponsor(s)

Requested Action (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Council to consider approval of Application 16ALCSUB-001, as submitted by Savoy Bar and Grill, requesting an alcohol sub-permit for Lee Street Park on June 4, 2016.

Requirement for Board Action (Cite specific Council policy, statute or code requirement)

Pursuant to Section 58-59, Alcohol Sub-Permits Must be Ratified by Mayor & Council

Is this Item Goal Related? (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes Recreation, Entertainment and Leisure Opportunities

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Savoy Bar and Grill, located at 3753 Highway 138, Stockbridge, Georgia is requesting to be granted an Alcohol sub-permit license to be an alcohol vendor for the City of Jonesboro concert to be held on June 4, 2016. Pursuant to Section 58-59 of the Code of Ordinances of the City of Jonesboro. No alcohol may be served and/or sold at any outdoor event unless the host receives an alcohol sub-permit. Where the outdoor event occurs in a park, the only type of outdoor event eligible for an alcohol sub-permit is an outdoor festival. Alcohol is not permitted in parks absent a permitted outdoor festival alcohol sub-permit.

At current the applicant meets all requirements set forth for the sub-permit. The applicant currently holds a valid State of Georgia Alcohol License, Clayton County Caterers License & has passed the background check performed by the Jonesboro Police Department. In addition, the applicant has been cleared through our E-Verify system. Upon checking with the Clayton County Licensing Department, the applicant has not had any beer/wine/distilled spirits violations and recently was the vendor at the Clayton County International Beach.

Should Mayor & Council approve of the sub-permit, staff is requesting that the applicant be required to ensure that all id's are checked properly and that wristbands are used to distinguish those that can legally consume alcoholic beverages. Applicant will not be allowed to have any glass products or bottles. Further, Staff recommends that applicant vending space be separated from those serving/selling food. Finally, staff recommends that the applicant utilize proper signage to state that they are serving alcoholic beverages.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Cost of Sub-Permit License - \$350.00

Cost of Application Fee: \$50.00

Cost of Server License - \$35.00 each

Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky Clark, City Administrator

Date

May, 31, 2016

Signature

City Clerk's Office

Staff Recommendation *(Type Name, Title, Agency and Phone)*

Approval