



BY-LAWS

OF

**ATLANTA PUBLIC SAFETY TRAINING CENTER
COMMUNITY STAKEHOLDER ADVISORY COMMITTEE**



By-Laws of Atlanta Public Safety Training Center Community Stakeholder Advisory Committee

I. NAME AND PURPOSE.....3

II. MISSION AND LIFE OF THE COMMITTEE3

III. DESIGNATED COMMITTEE CONTACT PERSON3

IV. STRUCTURE AND POWERS.....3

V. GOVERNANCE AND COMPOSITION3

A. Governing Laws.....3

B. Composition of Members.....4

C. Appointment/Election of Positions/Members4

D. Terms4

E. Removal5

F. Resignation5

G. Vacancies5

H. Compensation.....5

VI. MEETINGS.....5

A. Regular Meetings.....5

B. Order of Business.....5

C. Minutes5

D. Special Meetings6

E. Legal Construction and Conflicts6

VII. QUORUM/VOTING PROCEDURES.....6

A. Quorum and Voting Procedures6

B. Rules of Order.....6

VIII. REPORTS7

IX. FUNDING AND BUDGET7



By-Laws of Atlanta Public Safety Training Center Community Stakeholder Advisory Committee

I. NAME AND PURPOSE

The name of the advisory committee is the Atlanta Public Safety Training Center Community Stakeholder Advisory Committee (the “Committee”). The purpose of the Committee is to engage with the City of Atlanta, DeKalb County, the Atlanta Police Foundation, Inc. (“APF”) and other interested parties, including but not limited to environmental and habitat conservation organizations, in site plan review as it relates to development impacts of the Atlanta Public Safety Training Center (“APSTC”) and to make recommendations around community engagement, key siting, design and operating details. The Committee is established pursuant to Ordinance 21-O-0367 and Resolution 21-R-3869 adopted by the City Council of the City of Atlanta.

II. MISSION AND LIFE OF THE COMMITTEE

The mission of the Committee is to ensure continued public engagement and input from interested parties as it relates to the development impacts of the APSTC until completion of construction of the APSTC at which time the Committee shall terminate.

III. DESIGNATED COMMITTEE CONTACT PERSON

APF shall provide staffing and administrative support for the Committee. The designated contact person for the Committee is Marshall Freeman (“Administrator”).

IV. STRUCTURE AND POWERS

The Committee shall have the following officers: Chair and Co-Chair, and any other officer(s) deemed necessary by the Committee. All officers must be Committee members.

a) Chair: The duties and powers of the Chair is as follows:

1. Preside over Committee meetings;
2. Manage Committee business and be the designated spokesperson for the Committee;
3. Coordinate with the Administrator in preparation of meeting agendas;
4. Submit to the Municipal Clerk each calendar year reports of Committee activities, member attendance and any other required information; and
5. Submit recommendations around community engagement, key siting, design and operating details to APF and the Chair of the Atlanta City Council’s Public Safety and Legal Administration Committee.

b) Co-Chair: The Co-Chair shall be vested with all the powers and shall perform all the duties of the Chair during the absence of the Chair.

V. GOVERNANCE AND COMPOSITION

A. Governing Laws

The Committee may amend these By-laws by majority vote at any regular or special meeting; provided that written notice setting forth the proposed amendment or summary of the changes to be affected



By-Laws of Atlanta Public Safety Training Center Community Stakeholder Advisory Committee

thereby shall be given to each Committee member within the time and the manner provided for the giving of notice of meetings of members.

B. Composition of Members

Per Resolution 21-R-3869, the number of Committee members shall be fixed as follows:

DeKalb County Stakeholders:

1. One member from the Boulder Walk Community
2. One member from the Starlight Heights Neighborhood
3. One member from the Cedar Groove Neighborhood
4. One member from the East Side Walk Housing Development
5. One member from the Gates at Bouldercrest Condominium Complex
6. The member of the DeKalb County Board of Commissioners representing DeKalb County Commission District 3
7. A representative from Dekalb County Parks and Recreation Department
8. District 6 Representative

Members: City of Atlanta Stakeholders:

1. One member from Neighborhood Planning Unit Z
2. One member from the South River Gardens Community Association
3. One member from Thomasville Heights Civic League
4. One member from Stonewall Heritage Community Association
5. One member representing the Atlanta Police Department
6. One member representing the Atlanta Fire Rescue Department
7. The Chair of the Atlanta City Council's Public Safety and Legal Administration Committee, or their designee
8. The Mayor of the City of Atlanta or the mayor's designee

C. Appointment/Election of Positions/Members

Per Resolution 21-R-3869, the members of the Committee shall be appointed by the Public Safety and Legal Administration Committee of the City of Atlanta. The initial officers of the Committee have been elected and their terms shall expire December 31, 2022. New officers shall be elected by a vote of the members at the regular meeting scheduled for December 2022. Nominations shall be received from the floor at the meeting. Officers so elected shall serve a term of one (1) year, commencing at the next meeting following the regular meeting for which such officers are elected.

D. Terms

The members of the Committee shall serve on the Committee until the earlier of (a) termination of the Committee as provided in Article II above or (b) the member's resignation or removal in accordance with these By-Laws. Each officer of the Committee shall serve as an officer of the Committee until the earlier of (i) one year commencing at the next meeting following the regular meeting for which such officer elected, (ii) termination of the Committee as provided in Article II above, or (ii) the officer's resignation or removal in accordance with these By-Laws.



By-Laws of Atlanta Public Safety Training Center Community Stakeholder Advisory Committee

E. Removal

Any Committee member or officer may be removed with or without cause, at any time, by vote of three-quarters (3/4) of Committee members. Each such Committee member or officer member must receive written notice of the proposed removal at least ten (10) days in advance of the proposed action. An officer who has been removed as a Committee member shall automatically be removed from office.

F. Resignation

Any Committee member or officer may resign from the Committee or from office by providing written notice of resignation to the Contact Person or any officer of the Committee. An officer who has resigned as a Committee member shall automatically be removed from office.

G. Vacancies

Whenever any vacancy occurs with respect to an officer of the Committee, such vacancy shall be filled by a majority vote of the Committee members at the next regular or special meeting, after taking nominations from the floor. Member vacancies shall be filled by the Public Safety and Legal Administration Committee of the City of Atlanta in accordance with Resolution 21-R-3869.

H. Compensation

Committee members shall not receive any compensation for their services as members.

VI. MEETINGS

Except as permitted under state law, all meetings of the Committee, including regular and special called meetings, shall be conducted in accordance with the requirements of the Georgia Open Meetings Act (O.C.G.A. 50-14-1, et seq.). All records created, maintained and received by the Committee during the performance of Committee activities are subject to the requirements of the Georgia Open Records Act (O.C.G.A. 50-18-70 et seq.).

A. Regular Meetings

Regular meetings may commence upon the appointment of a quorum of the members of the Committee by the Public Safety and Legal Administration Committee of the City of Atlanta. The Committee shall have no fewer than one Committee meeting each calendar month. Committee meetings may be held in person or virtually; if held in person, the option to join virtually (over video and audio) must be sent to all Committee members prior to the meeting date in accordance with applicable law. Committee meeting dates including the location will be posted on the City of Atlanta website (www.atlantaga.gov).

B. Order of Business

The Committee agenda will be posted on the City of Atlanta website (www.atlantaga.gov) in advance of the Committee meeting in accordance with applicable law.

C. Minutes



By-Laws of Atlanta Public Safety Training Center Community Stakeholder Advisory Committee

The Chair shall prepare draft meeting minutes in accordance with the requirements of the Georgia Open Meetings Act. The minutes shall be considered final on approval by a majority of the members at their next regularly scheduled meeting. The Chair shall maintain the official minutes of the meetings.

D. Special Meetings

Special meetings of the Committee may be called by or at the request of the Chair or the majority of the members. The person or persons so authorized to call special meetings may fix any location as the place for holding said special meeting. Notice of any special meeting shall be given at least two (2) days in advance of the meeting by telephone, facsimile, electronic methods, or written notice. Any Committee member may waive notice of any meeting. The attendance of a Committee member at any meeting shall constitute a waiver of notice of such meeting, except where a member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not called or convened in accordance with these By-Laws. Neither the location to occur at, nor the purpose of, any regular Committee meeting need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these By-Laws. The Committee may enter into executive session as authorized by the Georgia Open Meetings Act. The Chair, or other presiding officer, of the meeting at which an executive session occurs shall execute an affidavit as required by law. Minutes of an executive session shall be recorded but shall not be a public record.

E. Legal Construction and Conflicts

Nothing contained herein shall be construed in a manner that is inconsistent with any laws of the City of Atlanta, the State of Georgia, or the United States. If a conflict is determined to exist between a provision of these By-Laws and any law of the City of Atlanta, the State of Georgia, or the United States, the provisions of any such law shall supersede a conflicting provision in these By-Laws.

VII. QUORUM/VOTING PROCEDURES

A. Quorum and Voting Procedures

The presence, either in person or virtually, of a majority of the Committee members shall be necessary at any meeting to constitute a quorum to transact business, but a lesser number shall have power to adjourn to a specified later date without notice. The act of a majority of Committee members present at a meeting at which a quorum is present shall be the act of the Committee, unless the act of a greater number is required by law or by these By-Laws.

Any action required by law to be taken at a Committee meeting, or any action which may be taken at a meeting of the Committee, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by two-thirds (2/3) of all of Committee members following written notice of the intended action to all Committee members.

B. Rules of Order

Committee meetings shall be conducted in accordance with Robert's Rules of Order. Any question concerning parliamentary procedure at Committee meetings shall be determined by the Chair and by reference to Robert's Rules of Order.



By-Laws of Atlanta Public Safety Training Center Community Stakeholder Advisory Committee

VIII. REPORTS

The Committee shall keep complete minutes of all Committee meetings. Reports of the Committee shall be approved by the Chair and delivered in accordance these By-Laws and applicable law.

IX. FUNDING AND BUDGET

No City funding is being received for the business of the Committee.