



CITY OF
FORESTPARK

**CITY OF FOREST PARK
CITY COUNCIL WORK SESSION MEETING**

Monday, October 6, 2025, at 6:00 PM
Forest Park City Hall | Council Chambers
745 Forest Parkway, Forest Park, GA 30297

The Honorable Mayor Angelyne Butler, MPA
The Honorable Kimberly James The Honorable Delores A. Gunn
The Honorable Hector Gutierrez The Honorable Latresa Akins-Wells
The Honorable Allan Mears
Latosha Clemons, Interim City Manager
Randi Rainey, City Clerk
Danielle Matricardi, City Attorney

AGENDA

VIRTUAL MEETING NOTICE

Council Meetings will be live-streamed and available on [Forest Park's YouTube Channel](#)

I. CALL TO ORDER/WELCOME

II. ROLL CALL - CITY CLERK

III. ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS

IV. ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS

V. CONSENT AGENDA

- Council Discussion of Annual Renewal for Server Virtualization Software and Support Agreement for Core Host Servers-** Information Technology

Background/History:

This is our annual renewal for our server virtualization software for our core host servers. This software/support agreement renews on an annual basis and is a requirement for our host servers to function.

- Council Discussion on the Fee Proposal for Waldrop Drive Sidewalk & Drainage Improvement Project from Colliers Engineering & Design-** Public Works

Background/History:

In continuation with our sidewalk improvement projects, the City needs to secure Sixteen(16) temporary construction easements for the right-of-way on Waldrop Drive. These easements are necessary to facilitate construction activities, access, and other project-related requirements. These easements will enable the City to perform the required work without permanently acquiring the land, thereby reducing costs while achieving the desired improvements. Staff is seeking the Council's approval of a fee

proposal from Colliers Engineering & Design, as specified in the attached documents, for the temporary easement on 16 parcels of land needed for this project.

VI. NEW BUSINESS

3. Council Discussion of the Urban Design Review Board (UDRB) Application Fee for Homeowners- Planning and Community Development

Background/History:

In January 2025, the Planning and Community Development fees were updated. The Planning and Community Development fees had not been updated since 1959. To ensure that the fees cover the cost of service while remaining competitive with neighboring cities, the fees have been updated. The fee comparisons were made between Clayton County, the cities of Jonesboro, Riverdale, and Morrow. Petition fees range between \$400 and \$800. Cities' petition fees prior to the 1/25 fee schedule update were \$250 for all petition applications.

4. Council Discussion of an Amendment to the Intergovernmental Agreements (IGAs) for Animal Control Services with the Cities of Lake City and Riverdale- Police

Background/History:

The City of Forest Park currently provides animal control services to Lake City under an intergovernmental agreement (IGA) last updated in 2011. Additionally, Forest Park entered into an IGA with the City of Riverdale in 2023, designating Forest Park as a primary provider of animal control services.

The current IGA created conflict between Clayton County Animal Control and the City of Forest Park Police Department. The proposed Amendment will correct this conflict by allowing Clayton County Animal Control to serve as the primary response unit for animal control services within the City of Riverdale, with the City of Forest Park serving as the secondary response unit as needed.

This amendment ensures alignment of service responsibilities with county resources while maintaining Forest Park's capacity to provide supplemental support when requested.

5. Council Discussion for Replacement of Aging Equipment- Public Works

Background/History:

As part of the City's aging equipment replacement initiative, the Public Works Department, in collaboration with the Procurement Division, is requesting approval to purchase a new Track Loader from Ag-Pro for the Public Works fleet. This equipment was approved in our Capital Expense Budget for 2025-26. It will be added to our Public Works fleet and eventually replace the 2010 Bobcat T300, which is an older machine requiring multiple repairs for our daily operations.

VII. CLOSING COMMENTS BY GOVERNING BODY

VIII. EXECUTIVE SESSION

(When an Executive Session is required, one will be called for the following issues: Personnel, Litigation or Real Estate) OCGA is §50-14-1 (A) (2)

IX. ADJOURNMENT

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at 404-366-4720 at least 24 hours before the meeting.



CITY OF
FORESTPARK

City of Forest Park City Council
Agenda Item Summary
October 6, 2025

Agenda Item #
V1

Requested By

Josh Cox, IT Director

Sponsor(s)

Josh Cox, IT Director

Department

Information Technology

Requested Action

Consent Item

Requirement for Board Action

Is this Item Goal Related?

Summary & Background

This is our annual renewal for our server virtualization software for our core host servers. This software/support agreement renews on an annual basis and is a requirement for our host servers to function.

Fiscal Impact

This is a budgeted software item that is renewed on an annual basis. The cost is \$31,104.00

Exhibits Attached

SHI Quote-26620498, 2025-9-30 - FP Res (SHI)

Staff Recommendation

To approve the quote



Pricing Proposal
Quotation #: 26620498
Created On: 9/10/2025
Valid Until: 10/10/2025

GA-City of Forest Park

Jason Brookins

745 Forest Parkway
Forest Park, GA 30297
United States
Phone: (404) 366-4720
Fax:
Email: JBrookins@Interdev.com

PubSec Inside Account Executive - Development

Jon Taddeo

SHI International Corp.
300 Davidson Avenue
Somerset, NJ 08873
Phone: 732-868-6234
Fax:
Email: Jon_Taddeo@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 VMware vSphere Enterprise Plus 1YR VMware - Part#: VCF-VSP-ENT-PLUS-1Y Contract Name: OMNIA Partners IT Solutions, Products & Services Contract #: 2024056-02 Note: MSRP/SHI Advertised List: \$178.75 - ESD - Software	192	\$162.00	\$31,104.00
Total			\$31,104.00

Additional Comments

Please note the following:

- 1) VMware EULA <https://docs.broadcom.com/docs/end-user-agreement-english>
- 2) VMware Does Not offer a standard return policy
- 3) Service offerings are non-refundable. For these products, orders are non-cancellable and non-returnable from point of order.
- 4) PSO Credits are only active for 1 Year

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Please Note, Broadcom product lines have the following reinstatement fee policy:

- o Effective immediately, late orders will be charged a 25% reinstatement fee.
- o Every additional week late will result in an incremental 10% fee added

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

STATE OF GEORGIA
COUNTY OF CLAYTON

RESOLUTION NO. 2025-_____

A RESOLUTION BY MAYOR ANGELYNE BUTLER AND CITY COUNCILMEMBERS KIMBERLY JAMES, DELORES A. GUNN, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS OF THE CITY OF FOREST PARK, GEORGIA TO APPROVE THE ANNUAL RENEWAL WITH SHI INTERNATIONAL CORP. FROM THE CITY'S INFORMATION TECHNOLOGY DEPARTMENT.

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

WHEREAS, the duly elected governing authority of the City is the Mayor and City Council; and

WHEREAS, the City's Information Technology Department ("Department") requests the City to approve the annual renewal for server virtualization software for core host services with SHI International Corp. in the amount of Thirty-One Thousand, One Hundred and Four Dollars (\$31,104.00); and

WHEREAS, the approval of this renewal for server virtualization software is necessary for the health, safety, and welfare of the City's citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF FOREST PARK, GEORGIA, AS FOLLOWS:

Section 1. Approval. The Department's requests to approve the annual renewal for server virtualization software for core host services with SHI International Corp. in the amount of Thirty-One Thousand, One Hundred and Four Dollars (\$31,104.00) as presented to the Mayor and Council on October 6, 2025 is hereby approved.

Section 2. Public Record. This document shall be maintained as a public record by the City Clerk ("Clerk") and shall be accessible to the public during all normal business hours of the City.

Section 3. Authorization of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

Section 4. Attestation. The Clerk is authorized to execute, attest to, and seal any documents necessary to effectuate this Resolution, subject to approval as to form by the City Attorney.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

SO RESOLVED this 6th day of October, 2025.

CITY OF FOREST PARK, GEORGIA

Angelyne Butler, *Mayor*

ATTEST:

_____ (SEAL)
City Clerk

APPROVED AS TO FORM:

City Attorney



CITY OF
FORESTPARK

City of Forest Park City Council
Agenda Item Summary
October 6, 2025

Agenda Item #
V2

Requested By Alton Matthews, Public Works Director	Sponsor(s)
Department Public Works	

Requested Action Consent Item
Requirement for Board Action
Is this Item Goal Related?
Summary & Background In continuation with our sidewalk improvement projects, the City needs to secure three temporary construction easements for the right-of-way on Waldrop Drive. These easements are necessary to facilitate construction activities, access, and other project-related requirements. These easements will enable the City to perform the required work without permanently acquiring the land, thereby reducing costs while achieving the desired improvements. Staff is seeking the Council's approval of fee proposal from Colliers Engineering & Design, as specified in the attached documents, for the temporary easement on 16 parcels of land needed for this project.
Fiscal Impact Project Cost: \$82,885.00 Fund: Curbs & Sidewalks 320-51-4224-54-1400
Exhibits Attached Fee Letter - Waldrop Drive
Staff Recommendation Approval

June 20, 2025 (Revised September 16, 2025)

City of Forest Park
ATTN: Alton Matthews (via email amatthews@forestparkga.gov)
5230 Jones Road
Forest Park, GA 30297

**City of Forest Park On-Call Right of Way & Appraisal Services
Waldrop Drive Sidewalk & Drainage Improvement
Fee Estimate for Right of Way Acquisition Services**

Dear Mr. Matthews:

Colliers Engineering & Design, Inc. is pleased to submit this fee proposal for right of way (ROW) acquisition services for the City of Forest Park Waldrop Drive Sidewalk and Drainage Improvement Project.

Per your request, below is a fee proposal for the Waldrop Drive sidewalk and drainage improvement project. Some of these fees are unknown at this point in the scoping process (i.e. cost to cures, appraisals, updated offers, etc.) Should any of these become necessary another fee letter will be provided.

The below fees assume negotiation from a cost estimate. Should any parcel on the cost estimate have an FMV value higher than \$15,000 or would have to be condemned, an appraisal and appraisal review will be necessary and will incur additional fees.

Colliers Engineering & Design will follow applicable Federal, State, and Local rules and regulations during the land acquisition process. Project status will be given to the Forest Park on a bi-weekly basis or as requested.

FEE SCHEDULE

Pre-Acquisition Services	Fee
Detailed ROW Cost Estimate Lump sum at completion	\$6,000
Pre-Acquisition 75 hours x \$185/hr	\$13,125
SUBTOTAL PRE-ACQUISITION SERVICES	\$19,125

Acquisition Services	Fee
Negotiations 16 parcels x \$2,735/parcel	\$43,760
SUBTOTAL ACQUISITION SERVICES	\$43,760
Title/Closing Fees	Fee
Preliminary Title Opinions & Update 16 parcels x \$650/parcel	\$10,400
Closings (Fee/Easement Acquisitions) 16 parcels x \$600/parcel	\$9,600
SUBTOTAL TITLE/CLOSING FEES	\$20,000

TOTAL PROJECT FEE FOR WALDROP DRIVE \$82,885.00

We have assumed one title update per parcel in our fee. Once we have an approved detailed cost estimate, we can determine if appraisals or any specialty reports are required. The above fees do not include the actual cost for fee and/or easement rights to be purchased from landowners.

Sincerely,

Colliers Engineering & Design, Inc.



Holly Cataldo, Shareholder



CITY OF
FORESTPARK

City of Forest Park City Council
Agenda Item Summary
October 6, 2025

Agenda Item #
VI3

Requested By Nicole Dozier, Planning and Community Development Director	Sponsor(s)
Department Planning and Community Development	
Requested Action Action Item	
Requirement for Board Action	
Is this Item Goal Related?	
Summary & Background In January 2025, the Planning and Community Development fees were updated. The Planning and Community Development fees had not been updated since 1959. To ensure that the fees cover the cost of service while remaining competitive with neighboring cities, the fees have been updated. The fee comparisons were made between Clayton County, the cities of Jonesboro, Riverdale, and Morrow. Petition fees range between \$400 and \$800. Cities' petition fees prior to the 1/25 fee schedule update were \$250 for all petition applications.	
Fiscal Impact Unknown	
Exhibits Attached PERMIT FEE SCHEDULE_Revised 2025	
Staff Recommendation N/A	

LDP – Land Disturbance Permit (Grading/Pulpwood/Clearing)

Civil Plan Review Fees- \$1500.00 Minimum plus \$40.00 per disturbed acre
The city reserves the right to assess a fee of 50% of the original plan review fee after the second review.

Building Plan Review Fees – 50% of the Building Permit Fee

Building and Demolition Permit Fees

Project Construction Cost	Permit Fees
0 TO \$25,000	\$100.00 minimum fee
\$25,000 TO \$49,999	100.00 for the first \$25,00 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$49,999
\$50,000 TO \$99,999	\$500.00 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$99,999
\$100,000 TO \$499,999	\$950.00 for the first \$200,000 plus \$4.00 for each additional \$1,000 or fraction thereof, to and including \$499,999
\$500,000 TO \$999,999	\$3,000.00 for the first \$500,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$999,999
\$1,000,000 AND OVER	\$4,500.00 for the first \$1,000,000 plus \$3.00 for each additional \$1,000 or fraction thereof.

Re-inspection fee(s): \$50.00 for each re-inspection.

Certificate of Occupancy / Completion Fees

One (1) and two (2) family dwellings	\$25.00
Condos per unit	\$25.00
Townhouses, per unit	\$25.00
Swimming pools	\$25.00
Additions	\$25.00
Renovations	\$25.00
Storage buildings	\$25.00
Shell buildings	\$50.00
Interior finish	\$50.00
Multi-family/apartments, per unit	\$100.00
Commercial/industrial buildings	\$100.00

Trade Permit Fees

Minimum Permit Fee: \$50.00 minimum fee plus \$3.00 per \$1,000.00 valuation

Underground Storage Tank Removal Permit - \$50.00 per tank

Planning & Zoning

Zoning Verification	\$75.00
Conditional Use	\$650.00
Residential Rezoning Fee	\$250.00
Commercial Rezoning Fee	\$600.00
Lot Split	\$250.00
Variance Fee	\$500.00
Urban Design Review Board	\$450.00
Planning Commission	\$600.00
Annexation	\$750.00
Zoning Modifications	\$400.00
Plan Revision/Resubmittal	\$475.00

Sign Permit Fees

Sign Area	Fee	Sign Area	Fee
1 to 10 square ft.	\$50.00	101 to 200 square ft.	\$250.00
11 to 25 square ft.	\$75.00	201 to 300 square ft.	\$500.00
26 to 50 square ft.	\$100.00	301 to 500 square ft.	\$750.00
51 to 100 square ft.	\$150.00	501 to 700 square ft.	\$1500.00

Plat Fee

At the time of application or filing, the following fees shall be:

- (1) Preliminary Plat—\$300 plus \$3 per lot
- (2) Extension of Preliminary Plat—\$5.00 each
- (3) Final Plat—\$10.00 each

Telecommunication Facility Fee

Each application for a conditional use permit for the installation of an antenna shall be accompanied by a permit fee of two hundred dollars (\$200.00).

Each application for a conditional use permit for the construction of a tower or monopole shall be accompanied by a permit fee of three hundred dollars (\$300.00).



CITY OF
FORESTPARK

City of Forest Park City Council
Agenda Item Summary
October 6, 2025

Agenda Item #
VI4

Requested By Brandon Criss, Police Chief	Sponsor(s)
Department Police	
Requested Action Action Item	
Requirement for Board Action	
Is this Item Goal Related?	
Summary & Background <u>Background/History:</u> The City of Forest Park currently provides animal control services to Lake City under an intergovernmental agreement (IGA) last updated in 2011. Additionally, Forest Park entered into an IGA with the City of Riverdale in 2023, designating Forest Park as a primary provider of animal control services. The current IGA created conflict between Clayton County Animal Control and the City of Forest Park Police Department. The proposed Amendment will correct this conflict by allowing Clayton County Animal Control to serve as the primary response unit for animal control services within the City of Riverdale, with the City of Forest Park serving as the secondary response unit as needed. This amendment ensures alignment of service responsibilities with county resources while maintaining Forest Park's capacity to provide supplemental support when requested.	
Fiscal Impact N/A	
Exhibits Attached 2025-9-16_-_Amendment_IGA_Animal_Control_(FP)[1]	
Staff Recommendation Approval	

**FIRST AMENDMENT TO THE
INTERGOVERNMENTAL AGREEMENT FOR ANIMAL CONTROL**

THIS FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT FOR ANIMAL CONTROL ("**Amendment**") is made and entered into this ____ day of _____, 2025 ("**Effective Date**") by and between THE CITY OF FOREST PARK, GEORGIA ("**Forest Park**") and THE CITY OF RIVERDALE, GEORGIA ("**Riverdale**").

RECITALS:

WHEREAS, Forest Park and Riverdale are parties to that certain Intergovernmental Agreement for Animal Control dated September 5, 2023 (as amended, the "**Agreement**") for joint animal control services within both municipalities; and

WHEREAS, the parties now desire to amend the IGA to designate Forest Park as a secondary unit for the provision of animal control services, in lieu of serving as the primary provider, as originally stated; and

WHEREAS, both parties intend that the terms, conditions, duties, and language otherwise set forth in the Agreement and not expressly addressed or modified herein to remain in full force and effect.

TERMS:

1. *Amendment to Third "WHEREAS" Clause on Page 1.* The third "WHEREAS" clause on Page 1 of the Agreement is hereby repealed in full and substituted with the following updated provision, which shall be read and codified as part of the Agreement:

"WHEREAS, the Parties have determined that the best method to accomplish this joint activity is by entering into this Agreement, and by designating Clayton County Animal Control as the primary response unit for animal control services within the City of Riverdale, with the City of Forest Park serving as the secondary response unit as needed; and further, by appointing the Dog Control Officer for the City of Forest Park as a secondary Dog Control Officer for the City of Riverdale, and by designating the Animal Control Unit of the City of Forest Park as a secondary Animal Control Unit for the City of Riverdale; and by designating the Animal Shelter of the Animal Control Unit of Clayton County Police Department as the official Animal Shelter and Dog Pound for both the City of Forest Park and the City of Riverdale;"

2. *Amendment to Section 2 of the Agreement.* Section 2 of the Agreement "Animal Control Unit" is hereby repealed in full and substituted with the following updated provision, which shall be read and codified as part of the Agreement:

“SECTION 2: ANIMAL CONTROL UNIT

Clayton County Animal Control is hereby designated as the primary Animal Control Unit for the City of Riverdale. The Animal Control Unit of the City of Forest Park is designated as the secondary Animal Control Unit, to provide services as needed and upon request by the City of Riverdale.

- A. Animal Control Officers employed by Clayton County Animal Control shall serve as the primary responders for animal control services within the City of Riverdale. These services include, but are not limited to, the pickup of stray animals, quarantine of unvaccinated animals that have bitten a person or other animal, and the impoundment of animals suspected of cruelty or other violations of City ordinance or state law. The Animal Control Officers of the City of Forest Park are authorized to provide such services as a secondary response unit upon request by the City of Riverdale and are also authorized to use animal traps and other equipment necessary to support this Agreement.
 - B. The Animal Shelter operated by the Animal Control Unit of the Clayton County Police Department shall remain the designated animal control shelter and dog pound for both the City of Forest Park and the City of Riverdale. The standard operating procedures and fee schedules of Clayton County Animal Control shall apply to services performed within the City of Riverdale. The procedures and fees of the City of Forest Park’s Animal Control Unit may be applied in cases where that unit acts as the secondary responder.
- 3. *Successors and Assigns.* This Amendment shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.
 - 4. *Governing Law.* This Amendment shall be governed by and construed in accordance with the laws of the State of Georgia.
 - 5. *Counterparts.* This Amendment may be executed in multiple counterparts, each of which shall be deemed to be an original, but all of which taken together shall constitute one and the same instrument. Any counterpart of this Amendment may be executed and delivered by facsimile or electronic transmission, which shall have the same force and effect as an original.
 - 6. *Time.* Time is of the essence of this Amendment.
 - 7. *Ratification and Control.* Except as expressly set forth herein, the Agreement remains unmodified and unchanged. In the event of any conflict or inconsistency between the terms

and conditions of the Agreement and the terms and conditions of this Amendment, the terms and conditions of the latter shall control.

IN WITNESS WHEREOF, both parties have caused this Amendment to be executed by their duly authorized officers as of the Effective Date first written above.

CITY OF FOREST PARK, GEORGIA:

CITY OF RIVERDALE, GEORGIA:

By: _____

By: _____

Name: Angelyne Butler

Name: Evelyn Winn-Dixon

Title: Mayor

Title: Mayor

ATTEST:

ATTEST:

_____(SEAL)
City Clerk

_____(SEAL)
City Clerk



CITY OF
FORESTPARK

City of Forest Park City Council
Agenda Item Summary
October 6, 2025

Agenda Item #
VI5

Requested By Alton Matthews, Public Works Director	Sponsor(s) Talisa Adams, Procurement Manager, Alton Matthews, Public Works Director
Department Public Works	

Requested Action Consent Item
Requirement for Board Action
Is this Item Goal Related?
Summary & Background As part of the City's aging equipment replacement initiative, the Public Works Department, in collaboration with the Procurement Division, is requesting approval to purchase a new Track Loader from Ag-Pro for the Public Works fleet. This equipment was approved in our Capital Expense Budget for 2025-26. It will be added to our Public Works fleet and eventually replace the 2010 Bobcat T300, which is an older machine requiring multiple repairs for our daily operations.
Fiscal Impact Approved as part of the Capital Expense Budget for 2025-26. Funding: Capital vehicles: 301-51-1540-54-2503 Cost: \$92,363.80
Exhibits Attached 26-09060 AG-PRO, 2025-9-30 - FP Res (Track Loader - AGPRO)
Staff Recommendation

CITY OF FOREST PARK PURCHASE REQUISITION FORM

For purchases valued \$1,000 and up

This form must be completed prior to creating a Purchase Order

Department :	Public Works	Date: 9-19-25	Requisition Number: 26-09060
Prepared By:	TONYA THOMAS		

Explanation	
This Requisition is for: ☐ Services ☒ Goods ☐ Public Works Construction ☐ Other _____	PURCHASE A JOHN DEER TRACK LOADER. 3 QUOTES HAVE BEEN PROVIDED AND WE CHOOSE AG-PRO QUOTE ID# 33443897 \$92,363.80
Justification for Request:	
See attached _____ page(s) or _____ line item(s) and attached specifications _____ pages	

Budget			
Attach proof of available funds and provide the following:			
Budget Line Item:	300-51-1540-54-2503		
Funds Available:	Yes	Cost of goods or services:	\$92363.80

Vendor			
New vendors must complete the Vendor/Supplier Information Form and provide a w-9 and E-Verify Affidavit.			
Select whether vendor is a new or current vendor of the City and provide the following:			
☐ New	☒ Current	Vendor Name:	AG-PRO
		Current Vendor Number:	233180
If Statewide Contract, provide the following: (Attach one quote. Three quotes are not needed)			
		Statewide Contract ID number:	
If Requisition is replacing a current Contract, provide the following:			
		Current Contract Number:	
		Contract Expiration Date:	

Solicitation	
Complete this section only if a formal bid or RFP advertisement is needed.	
Also attach Solicitation Request Form	
Estimated cost of goods or services:	
Is cooperative purchase option available?	
Date goods or services are needed:	

Signatures	
Department Head Authorization:	 Alton Matthews
Purchasing Authorization:	Date: 9-19-25
Finance Director:	Date:
City Manager:	Date:

Instructions:

1. Complete requisition form in its entirety. (No previous versions of the Requisition Form will be accepted)
2. Attach 3 quotes (or justification if 3 quotes could not be obtained) and proof of budgeted funds.
3. Have New Vendors to send Vendor Information Form, w-9, and E-Verify **directly** to accounts payable@forestparkga.gov.
4. Email Requisition form and additional documents to procurement@forestparkga.gov.
5. Once a fully signed requisition has been returned to you, create PO and proceed with purchase.
6. Once service is received, submit signed Requisition, Invoice, and PO to Accounts Payable (copy Procurement) for payment.

Please complete, sign, and return Requisition Form along with all required documents to procurement@forestparkga.gov
Requisition will not be approved and PO will not be paid if not completed properly.



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Ag-Pro
1377 Dogwood Drive SW
CONYERS, GA 30012
US

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Ag-Pro
1377 Dogwood Drive Sw
Conyers, GA 30012
770-760-0010
WConyersGM@agproco.com

Quote Summary

Prepared For:

Alton Matthews
CITY OF FOREST PARK, PUBLIC WORKS
Alton Matthews
5230 JONES RD STE B
FOREST PARK, GA 30297
Mobile: 770-876-8879
AMATTHEWS@FORESTPARKGA.GOV

Delivering Dealer:

Ag-Pro
Johnathan Malone
1377 Dogwood Drive Sw
Conyers, GA 30012
Phone: 770-760-0010
jmalone@agproco.com

SOURCEWELL CUSTOMERAccount # 77837

Quote Id: 33443897
Created On: 16 September 2025
Last Modified On: 16 September 2025
Expiration Date: 30 September 2025

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 333 P-Tier Compact Track Loader - 1T0333PAVSFD07825 Contract: C&F Sourcewell #011723 (PG CV CG 73) CCE Price Effective Date:	\$ 92,363.80 X	1 =	\$ 92,363.80
Equipment Total			\$ 92,363.80

Trade In Total **\$ 0.00**

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 92,363.80
Trade In	
SubTotal	\$ 92,363.80
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 92,363.80
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 92,363.80

Salesperson: X _____

Accepted By: X _____

Confidential



JOHN DEERE



Selling Equipment

Quote Id: 33443897

Customer Name: CITY OF FOREST PARK, PUBLIC WORKS

ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):

Ag-Pro
1377 Dogwood Drive SW
CONYERS, GA 30012
US

ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:

Ag-Pro
1377 Dogwood Drive Sw
Conyers, GA 30012
770-760-0010
WConyersGM@agproco.com

Value Added Services Total		\$ 0.00	\$ 0.00	\$ 0.00
		Other Charges		
Freight	1	\$ 800.00	\$ 800.00	\$ 800.00
Customer Setup	1	\$ 400.00	\$ 400.00	\$ 400.00
Suggested Price				\$ 92,363.80
Total Selling Price		\$	\$ 39,070.20 \$ 92,363.80	\$ 92,363.80
		131,434.00		



4TS-8T

S998 - 4TS-8T TELESKID(T4)NA,TRACKEDSERIES 3.2
4TS-8T TELESCOPIC COMPACT TRACK LOADER TIER 4
FINAL 109HP(81KW) SERIES 3.2 CAB-LARGE PLATFORM

881A325 - RUBBER TRACKS - 17.7 IN / 450 MM WIDE
450 MM WIDE X 86 MM PITCH X 56 LINKS
78 IN / 1,985 MM WIDTH OVER TRACKS

881B438 - 881B438
No description maintained

881C319 - CONTROLS WITH 7 WAYJOYSTICKS
HARNESS FOR TELESKID (LP HH TS T4)

881D404 - GP BUCKET - 84 IN / 2134 MM WIDE WITH BOCE
18.1 CU-FT / .51 CU-M CAPACITY - WITH BOLT ON CUTTING EDGE

881E990 - 881E990
No description maintained

881F326 - 881F326
No description maintained

Price per unit (excluding Tax)	\$101,269.77
Balance (excluding Tax)	\$101,269.77

Customer Signature

.....

Quote Summary

Prepared For

Alton Matthews
CITY OF FOREST PARK, PUBLIC WORKS
Alton Matthews
5230 JONES RD STE B
FOREST PARK, GA 30297
Mobile: 770-876-8879
Email: AMATTHEWS@FORESTPARKGA.GOV

Prepared By

John Bedingfield Jr
Ag-Pro
4395 Stone Mountain Highway
Lilburn, GA 30047
Phone: 770-979-2201
jbedingfield@agproco.com

Quote Id: 33443658
Created On: 16 September 2025
Last Modified On: 17 September 2025
Expiration Date: 30 September 2025

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 333 P-Tier Compact Track Loader - 1T0333PAVSFD07825	\$ 95,699.00	X 1 =	\$ 95,699.00
Equipment Total			\$ 95,699.00
Trade In Total			\$ 0.00

Quote Summary

Equipment Total	\$ 95,699.00
Trade In	
Dealer services	\$ 0.00
SubTotal	\$ 95,699.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 95,699.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 95,699.00

Salesperson : X _____

Accepted By : X _____

Confidential

STATE OF GEORGIA
COUNTY OF CLAYTON

RESOLUTION NO. 2025-_____

A RESOLUTION BY MAYOR ANGELYNE BUTLER AND CITY COUNCILMEMBERS KIMBERLY JAMES, DELORES A. GUNN, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS OF THE CITY OF FOREST PARK, GEORGIA TO PURCHASE A TRACK LOADER FROM AG-PRO FROM THE CITY’S PUBLIC WORKS DEPARTMENT.

WHEREAS, the City of Forest Park, Georgia (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and City Council; and

WHEREAS, as part of the City’s aging equipment replacement initiative, the City’s Public Works Department (“Department”) requests the purchase of a new Track Loader (“Equipment”) from AG-PRO to replace an aging 2010 Bobcat T300; and

WHEREAS, the total cost to purchase the Equipment is in the amount of Ninety-Two Thousand, Three Hundred and Sixty-Three and 80/100 Dollars (\$92,363.80) which shall derive from the approved Capital (Vehicles) Expense Budget (301-51-1540-54-2503); and

WHEREAS, the purchase of this Equipment is necessary for the health, safety, and welfare of the City’s citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF FOREST PARK, GEORGIA, AS FOLLOWS:

Section 1. Approval. The Department’s requests to purchase a new Track Loader from AG-PRO in the amount of Ninety-Two Thousand, Three Hundred and Sixty-Three and 80/100 Dollars (\$92,363.80) as presented to the Mayor and Council on October 6, 2025 is hereby approved.

Section 2. Public Record. This document shall be maintained as a public record by the City Clerk (“Clerk”) and shall be accessible to the public during all normal business hours of the City.

Section 3. Authorization of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

Section 4. Attestation. The Clerk is authorized to execute, attest to, and seal any documents necessary to effectuate this Resolution, subject to approval as to form by the City Attorney.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

SO RESOLVED this 6th day of October, 2025.

CITY OF FOREST PARK, GEORGIA

Angelyne Butler, *Mayor*

ATTEST:

_____ (SEAL)
City Clerk

APPROVED AS TO FORM:

City Attorney