



CITY OF
FORESTPARK

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

Monday, October 6, 2025, at 7:00 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

DRAFT MINUTES

I. INVOCATION/PLEDGE

Pastor Clinkscale led the invocation.

II. CALL TO ORDER/WELCOME

Mayor Butler called the meeting to order at 7:08pm

III. ROLL CALL - CITY CLERK

Present	Absent
Mayor Butler	
Councilmember Kimberly James	
Councilmember Hector Gutierrez	
Councilmember Latresa Akins-Wells	
Councilmember Allan Mears	
Councilmember Delores Gunn	

Others in attendance: Pauline Warrior, Chief of Staff; Josh Cox, IT Director; Rodney Virgil, Level 2 Support Engineer; Javon Lloyd, PIO; John Wiggins, Finance Director; Jeremi Patterson, Deputy Finance Director; Nicole Dozier, PCD Director; Rochelle Dennis, Economic Development Director; Dorthy Roper-Jackson, Municipal Court Director; Tarik Maxwell, Director of Rec and Leisure; Alton Matthews, Public Works Director; Nigel Whatley, Deputy Public Works Director; David Halcome, Deputy Fire Chief; Derry Walker, Code Compliance Director; Brandon Criss, Police Chief, and Danielle Matricardi, City Attorney.

IV. ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS

It was moved to amend the agenda to include the following: a General Release and Indemnification Agreement related to 4540 Burks Road and a Resolution authorizing the transfer of property at 833 Forest Parkway to the Urban Redevelopment Agency (URA).

The motion was made by Councilmember James and seconded by Councilmember Gunn.
Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez,
Councilmember Akins-Wells, and Councilmember Mears.

V. **ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS**

It was moved to adopt the Consent Agenda as printed.

The motion was made by Councilmember James and seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez,
Councilmember Akins-Wells, and Councilmember Mears.

VI. **APPROVAL OF MINUTES**

It was moved to amend the work session minutes to reflect the changes made by
Councilmember James.

The motion was made by Councilmember James and seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez,
Councilmember Akins-Wells, and Councilmember Mears.

1. **Council Approval of the Meeting Minutes from September 15, 2025, Special Called Meeting, Work Session, and Regular Session Meetings.** - Executive

VII. **PUBLIC COMMENTS**

(All Speakers will have 3 Minutes)

There were five (5) Public Comment Speakers.

Zack Parker spoke about being harassed, retaliated against, and discriminated against while living in the city; he has also decided to sell his home.

Christine Ellington spoke highly of and expressed gratitude to the Code Compliance Department for their diligence in addressing pressing matters.

Carl Evans spoke about the Urban Development Review Board, stating that the existing ordinances are restrictive and oppressive.

Ann Keith provided an update on the Scarecrow Showdown competition, noting that registration closes Friday, October 10, and entries must be completed by Monday, October 13th.

Justin Cook will speak at the Forest Park Ministers Association Living Legend Banquet, scheduled for October 18, 2025, at 6:00 p.m. Mr. Cook expressed that tickets are \$75 and can be located at Paradise Church.

VIII. **CITY MANAGER'S REPORT**

Chief Clemons provided a brief update, noting that during her first 30 days as Interim City Manager, her focus has been on stabilizing operations, strengthening communications, and ensuring continuity across all departments. She highlighted that the past month included strategic engagement with staff through case studies, collaboration to maintain transparency, and a review of the budget.

She further reported that staff have concluded the initial search with the talent firm and department heads for the next City Manager. The next phase will focus on reviewing departmental performance metrics and advancing capital improvement projects, with Director Matthews appointed as the internal project leader in collaboration with Procurement Manager Mrs. Adams.

Chief Clemons also announced the launch of a leadership initiative in customer service to reinforce professionalism and excellence across all city departments. She concluded by thanking the Mayor and Council for their continued support.

IX. **CEREMONIAL**

2. **Proclamation in Recognition of Breast Cancer Awareness Month-** Executive

Background/History:

Breast cancer continues to affect individuals and families across the nation and remains one of the most commonly diagnosed cancers among women. While significant advancements have been made in detection and treatment, early screening and community education remain vital tools in reducing mortality and improving health outcomes.

This proclamation demonstrates the City's support for survivors, patients, caregivers, and advocates, while also honoring the memory of those who have lost their lives to the disease. By formally recognizing Breast Cancer Awareness Month, the City of Forest Park encourages residents to participate in awareness activities, support research and education initiatives, and promote access to preventative healthcare services within the community.

Mayor Butler presented the Breast Cancer Proclamation, followed by a group picture.

3. **Proclamation in Recognition of Code Compliance Month-** Code Compliance

Background & History:

In 2005, in the wake of Hurricane Katrina, President George W. Bush established October as National Code Compliance Month in acknowledgement of the importance and impact that code enforcement has on its communities. Therefore, October is recognized as National Code Compliance Month, a time to honor the efforts of code compliance officers who work to ensure public health, safety, and welfare through the enforcement of building, zoning, and safety codes. This month highlights the critical role of code compliance officers in maintaining community standards and preventing blight. Additionally, the 2nd week of October is designated as Code Compliance Officer Appreciation Week, encouraging communities to express gratitude for their dedicated service.

We would like to recognize the Code Compliance Department of the City of Forest Park.

Derry Walker – Director
Onesia Scott – Supervisor
Nia Rodriguez – Admin Staff
Jaquez Wells – Sanitation Inspector
Yvonne Bivens – Code Officer
Jesus Carranza – Code Officer
Yamenia Jacobs – Code Officer
Tyrell Humes – Code Officer

Mayor Butler presented the Code Compliance Proclamation, followed by a group picture.

X. **CONSENT AGENDA**

APPROVED

4. **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.

5. **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.

XI. **NEW BUSINESS**

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

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.

It was moved to approve the Urban Design Review Board (UDRB) Application Fee for Homeowners by choosing Option 2.

The motion was made by Councilmember James and seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

7. **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.

It was moved to approve the amendment to the Intergovernmental Agreements (IGAs) for Animal Control Services with the Cities of Lake City and Riverdale.

The motion was made by Councilmember James and seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

8. 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.

It was moved to approve the replacement of aging equipment.

The motion was made by Councilmember James and seconded by Councilmember Gunn.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

9. Council Discussion on the General Release and Indemnification Agreement related to 4540 Burks Road. - Attorney

It was moved to approve the General Release and Indemnification Agreement related to 4540 Burks Road.

The motion was made by Councilmember Akins-Wells and seconded by Councilmember James.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

10. Council Discussion of a Resolution on the transfer of ownership of 833 Forest Pkwy to the URA - Attorney

It was moved to approve a Resolution on the transfer of ownership of 833 Forest Parkway to the Urban Redevelopment Agency.

The motion was made by Councilmember James and seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

XII. CLOSING COMMENTS BY GOVERNING BODY

Councilmember James thanked everyone for attending and informed residents of a literacy workshop scheduled for October 8, 2025, at 5:30 p.m. at 5087 Park Avenue. She also announced that the next Ward meeting would be held on October 15, 2025, at 5:00 p.m., and reminded attendees that early voting begins on October 14. Councilmember James shared that she had recently attended a family event with colleagues where she experienced embarrassment due to music containing profanity. She stated that moving forward, she intends to be more intentional in reviewing music content and ensuring diverse selections.

Councilmember Gunn thanked those who assisted with the recent homelessness issue, specifically recognizing Calvary Refuge, Chief Criss, Ms. Dixon, Dr. Falomi, Mrs. Ellison, and Ms. Ellis for their support. She announced that the Fall Festival will be held on November 1, 2025, at 11:00 a.m. in honor of firefighters and 911 operators. Councilmember Gunn also noted that a ribbon-cutting ceremony is scheduled for October 9, 2025, at 5:00 p.m. at Forest Park Middle School. Councilmember Gunn also mentioned the Blues on Main event, scheduled for October 12, 2025. Councilmember Gunn reminded the citizens that there will be a dunk tank at the fall festival.

Councilmember Gutierrez apologized to Councilmember James and her colleague regarding the event where profane music was played. He announced the ribbon-cutting ceremony for Forest Park Middle School on October 9, 2025, at 5:00 p.m. and noted he will attend the Blues on Main Street event on Friday, October 10, 2025. He also addressed public comments and stated he would be willing to speak with Mr. Evans to discuss his concerns.

Councilmember Akins-Wells thanked Mr. Evans for his comments and noted receiving a letter from a resident expressing similar sentiments, emphasizing that it is the Council's responsibility to reflect the wants and needs of the community, which have been overlooked for some time. She further stated it would be beneficial to have a quality grocery store in the city and reminded residents that they elect officials to make a difference. Councilmember Akins-Wells shared that, when asked at a recent event what was next for the city, she apologized to the community and expressed that she has tried her best. She stressed the importance of all members working toward a shared agenda rather than personal interests. She concluded by thanking Ms. Ellington for her transparency and Director Walker for his prompt responses.

Councilmember Mears personally thanked the City for the support shown to him and his family following the loss of his daughter.

Mayor Butler noted that the Hispanic Heritage Month celebration will take place on October 11, 2025, from 11:00 a.m. to 4:00 p.m. at Starr Park.

XIII. 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)

It was moved to recess into Executive Session at 7:58 pm. for Personnel, Litigation, or Real Estate.

The motion was made by Councilmember James and seconded by Councilmember Gunn. Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

It was moved to reconvene in the regular session meeting at 9:04 pm.

The motion was made by Councilmember James and seconded by Councilmember Akins-Wells.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

XIV. ADJOURNMENT

Mayor Butler adjourned the meeting at 9:04 p.m.

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