



CITY OF
FORESTPARK

CITY OF FOREST PARK
CITY COUNCIL REGULAR SESSION MEETING

Monday, November 3, 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 Hector Gutierrez
The Honorable Allan Mears
The Honorable Delores A. Gunn
The Honorable Latresa Akins-Wells
Latosha Clemons, Interim City Manager
Randi Rainey, City Clerk
Danielle Matricardi, City Attorney

APPROVED MINUTES

I. CALL TO ORDER/WELCOME

The meeting was called to order by Mayor Butler at 7:00 PM.

II. INVOCATION/PLEDGE

Mr. Carl Evans led the invocation.

III. ROLL CALL - CITY CLERK

Present

Councilmember Kimberly James
Councilmember Delores Gunn
Councilmember Hector Gutierrez
Councilmember Latresa Akins-Wells
Councilmember Allan Mears

Absent

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; Talisa Adams, Procurement Manager; Shalonda Brown, HR Director; Diane Lewis, HR Deputy Director; Rochelle Dennis, Economic Development Director; SaVaughn Irons, Senior Planner; Dorthy Roper-Jackson, Municipal Court Director; Tarik Maxwell, Director of Rec and Leisure; Alton Matthews, Public Works Director; Geoff May, Deputy Fire Chief; 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 Item #7—Council Approval of Section 2-6-7 (Board of Ethics), Chapter 6 (Code of Ethics), Title 2 (General Government).

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.

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 Gunn.

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

VI. APPROVAL OF MINUTES

1. Council Approval of Work Session and Regular Meeting Minutes from October 20, 2025. – Executive Office

It was moved to adopt the minutes of October 20, 2025, as printed.

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.

VII. PUBLIC COMMENTS

(All Speakers will have 3 Minutes)

There were Two (2) Public Comment Speakers.

Dr. Folami addressed the Governing Body and thanked the elected officials for their service during the election season. She stated that the candidates should be engaged in the community beyond campaign periods. She further informed the Council that she serves as the Vice Chair for the Atlanta Regional Commission under the Older Americans Act and noted ongoing collaboration in Clayton County around senior nutritional support, transportation, and medical access. She reassured the Council that, even with a potential federal shutdown, ARC is well funded, and efforts remain in place to ensure seniors are not left isolated or without assistance. She expressed a desire to return at a future time to provide a formal presentation and emphasized the importance of unity and collaboration to support seniors in Forest Park.

Dr. Folami requested and was granted a point of privilege to speak on behalf of Ms. Thomas, who was unable to speak due to a respiratory condition. She stated that residents at Holland Park are experiencing issues with the property management portal following the recent change in management. According to Dr. Folami, several residents were unable to submit rent payments due to the portal not functioning properly, and they were concerned about incurring late fees. She noted that residents wish to be able to pay through their own financial institutions to ensure proper documentation. Dr. Folami stated she spoke with Ms. Dennis and that Ms. Dennis committed to reviewing the matter. She further commented on concerns regarding maintenance issues, mold, and the deteriorated condition of the property grounds. She expressed appreciation that the contract had been reinstated and asked that steps continue to be taken to improve living conditions for the seniors at Holland Park.

VIII. CITY MANAGER'S REPORT

Interim City Manager Clemons presented the November 3, 2025, City Manager's Report. She stated that during her first 60 days as interim, the administration focused on stabilizing operations, reinforcing communication, and keeping momentum on priority initiatives. Core services remain uninterrupted. Departments continue to work together to maintain compliance and efficiency. The City stays aligned with the "One Forest Park" vision.

Interim City Manager Clemons noted that on October 30, 2025, the executive search firm Slavin Management Consultants visited Forest Park for departmental tours and project briefings. These visits are part of the City Manager recruitment process. She announced recent honors and personnel changes. These included Councilmember Hector Gutierrez being named to GMA's 2025 "40 Under 40" list. Other updates included the hiring of Planner I Ambricia James, the promotion of Charise Clay to Main Street Manager, and the hiring of Division Chief of Training Marian McDaniel in the Fire Department.

Interim City Manager Clemons then invited Ms. Samaria McCoy to present the newly developed "Forest Park City Profile" booklet. Ms. McCoy explained that the booklet was originally created to support the City Manager recruitment process and has evolved into a broader tool that highlights the City's demographics, leadership, initiatives, capital projects, parks, boards, and authorities, as well as its strategic priorities. Ms. McCoy thanked Interim City Manager Clemons, Ms. Warrior, and the PIO Team for their support.

Interim City Manager Clemons thanked Ms. McCoy for her work and stated the profile is expected to serve as a signature piece for the organization. She then concluded the City Manager's Report.

IX. PRESENTATIONS

2. **Capital Projects Status Report-** Finance, Procurement, and Public Works Departments

Background/History:

The City of Forest Park invests in capital projects annually to enhance infrastructure, public facilities, and community services. These projects are typically funded through a combination of the General Fund, Special Purpose Local Option Sales Tax (SPLOST), grants, and other designated revenue sources.

To ensure accountability and transparency, staff provide regular updates on the status of active projects. These updates include information on scope, funding, timelines, and any challenges or adjustments that may affect project delivery.

The Capital Projects Status Report enables the Mayor, Council, and community to track progress, assess resource allocation, and verify that projects are advancing in line with City priorities and adopted budgets.

Director Matthews presented an update on the City's Capital Improvement Projects. He reported that six projects are underway: (1) Linda Way Sidewalk Improvements (approximately 80 percent complete), (2) Forest Parkway Median Landscape Improvements (approximately 30 percent complete), (3) Legacy Dog Park (approximately 95 percent complete and ready for ribbon cutting), (4) Theater Park (approximately 90 percent complete), (5) Star Park

Amphitheater and Park Renovations (currently in design), and (6) the City Center Construction Project (currently in pre-construction). He reviewed funding sources, project budgets, and current progress milestones. Director Matthews stated that staff will continue to monitor project schedules, budgets, and contractor performance, and will provide quarterly status reports to the Mayor and Council.

Comments/Discussion from the Governing Body:

Councilmember James said that she was looking forward to seeing Waldrop Dr. on the project list soon.

Councilmember Gutierrez stated that the community deserves to be informed about the ongoing project's progress. He expressed that he looks forward to the quarterly updates to ensure the public remains aware of the work underway across the City. He thanked the staff for the report.

CONSENT AGENDA-APPROVED

X.

3. **Council Approval to enter into a contract with Axon, formally known as Fūsus- Police Department**

XI. PUBLIC HEARING

4. **Council Approval to approve Case # CUP-2025-05- Conditional Use Permit for 564 Main Street to establish and operate a workforce training center as part of a multi-functional corporate campus within the Downtown Mainstreet District (DM) in Ward 2- Planning and Community Development Department**

It was motioned to close the regular meeting to open the Public Hearing for the Conditional Use Permit.

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.

In favor:

April Ingram
Dr. Folami
Carl Evans

Opposed:

None

It was motioned to close the Public Hearing for the Conditional Use Permit.

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

It was motioned to approve the Conditional Use Permit.

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

Councilmember Akins-Wells, Councilmember Mears.

XII. NEW BUSINESS

5. Council Approval of the 2026 City Council Meeting Calendar - Executive Offices

It was moved to approve the 2026 City Council Meeting Calendar as printed.

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.

6. Council Approval of the 2026 City Council Observed Holidays Calendar- Executive Offices

It was moved to approve the 2026 City Council Observed Holiday Calendar as printed.

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

7. Council Approval of Section 2-6-7 (Board of Ethics), Chapter 6 (Code of Ethics), Title 2 (General Government) Ethics Ordinance -Attorney Office

Attorney Matricardi stated that the proposed amendment allows for the appointment of a third party to review ethics complaints when there is no sitting Ethics Board. She clarified that the third party must be an attorney licensed to practice law for a minimum of five years. Attorney Matricardi further noted that the previous action taken was a resolution and did not amend the ordinance itself. This amendment formally codifies the authority and clarifies the qualifications in the City Code.

It was moved to approve Section 2-6-7 (Board of Ethics), Chapter 6 (Code of Ethics), Title 2 (General Government).

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.

XIII. CLOSING COMMENTS BY GOVERNING BODY

Councilmember James reported that the recent food giveaway event was successful and thanked those who participated. She reminded the public that Election Day is tomorrow, November 4th, and voters should go to their regular precincts. She announced that she will host a Financial Literacy Seminar on November 12, 2025, from 5:30 p.m. to 7:00 p.m. at the Senior Center, featuring a licensed financial planner. She further noted that her monthly Ward Meeting will take place on November 20, 2025, at 5:00 p.m. at the Leonard Hartsfield Senior Community Center, 696 Main Street, and will also be available via Zoom. Councilmember James encouraged residents to visit the City's website, noting that it has been updated and is user-friendly.

Councilmember Gunn thanked everyone for attending and shared resources available through

the Clayton County Community Service Authority, including the Low-Income Home Energy Assistance Program. The program opens on December 1st for seniors 65 and older and medically homebound residents, and on January 1st for the general public. She also noted that a computer giveaway will be conducted through the Community Service Authority and that residents must register for the drawing.

Councilmember Gunn also highlighted the City's Elevate Resource Center, which provides job placement services, recruitment events, vocational training, financial literacy courses, and transportation assistance. She announced the operating hours as Tuesdays from 1:00 p.m. to 4:00 p.m., Wednesdays from 9:00 a.m. to 3:00 p.m., and Thursdays from 9:00 a.m. to 3:00 p.m., located at 819 Forest Parkway. She thanked the staff and volunteers for their recent contributions to community events. She encouraged residents to verify their correct voting location on the City's website in advance of Election Day.

Councilmember Gutierrez thanked everyone for attending and stated that he appreciates seeing residents and staff come together. He encouraged residents to check in on their neighbors and reach out if they needed resources, noting that he had been in contact with local food pantries, including The Rock Church and Gateway. He announced that the Day of the Dead Festival will take place on Saturday and stated that he is working to bring additional programming, such as yarn/crochet classes, to the Senior Center. Councilmember Gutierrez also thanked Ms. Thomas for her earlier comments and stated he would follow up to ensure residents in his ward have available payment options and are not charged unnecessary fees. He closed by urging the community to support one another during difficult times and thanked staff for their continued work.

Councilmember Akins-Wells commented on voting access and urged residents to verify their assigned polling locations, noting that some inaccurate information had been circulated on the city's website. She stated that once she became aware of the issue, she notified Interim City Manager Clemons.

Councilmember Akins-Wells encouraged everyone to exercise their right to vote on Election Day. She announced that "Wellness with Wells" will resume on November 11, 2025, and will be held every Tuesday from 6:00 p.m. to 7:00 p.m. at the gym. She also reported that a donor has committed to providing 100 turkeys for her annual Turkey Giveaway and encouraged additional donations, which could be coordinated through Council Aides Henry and Dixon. She further noted that the Community Closet takes place every third Friday from 12:00 p.m. to 2:00 p.m. at the Council Building. Councilmember Akins-Wells also recognized Officer Thomas for his recent community giveaway event and thanked him for continuing to serve and support Forest Park residents. She closed by thanking everyone and wishing the community a good night.

Councilmember Mears thanked everyone for attending. He shared that he experienced the death of a close friend over the weekend and expressed his appreciation to the City's Fire Department and Police Department for their professionalism in responding to the situation. He stated that he was impressed with the manner in which both departments handled the incident and commended them as "number one" public safety departments. Councilmember Mears also noted that the following day would be his 59th wedding anniversary and concluded his comments.

XIV. 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).

XV. ADJOURNMENT

Mayor Butler adjourned the meeting at 7:45pm.

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 before the meeting at 404-366-4720.

City Clerk Signature

Mayor's Signature