



CITY OF
FORESTPARK

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

Monday, November 3, 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

APPROVED MINUTES

I. CALL TO ORDER/WELCOME

Mayor Pro Tem James called the meeting to order at 6:00 p.m.

II. 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; Dorothy 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.

III. ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS

It was moved to amend the agenda to include Item #6—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 Gunn.
Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, and Councilmember Mears.

IV. **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.

V. **CONSENT AGENDA**

There was no discussion on the Consent Agenda items.

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

Background and History:

The City of Forest Park Police Department entered into an agreement with Fūsus in January 2023 as part of its ongoing technology initiative for citywide camera integration. Fūsus has since been acquired by Axon, which now requires execution of a new contract under the Axon name. The terms of the agreement remain unchanged, with the only revision being the company name.

VI. **OLD BUSINESS**

2. **Council Discussion on a Proposed Amendment to the Charter to Amend Section 2.15 (Inquiries and Investigations) of Article II (Governmental Structure)-Executive Offices**

Background/History:

O.C.G.A. §36-35-3 allows the Mayor and Council to amend the City Charter. The proposed amendment updates Section 2.15 on inquiries and investigations.

At the recent retreat, the governing body agreed to require full approval before investigations. Investigations remain permitted but require the consent of the governing body.

The amendment did not receive the necessary number of votes for passage at the September 15, 2025, regular session. As a result, the proposed ordinance must be re-advertised for three consecutive weeks.

The ordinance's first reading and consideration are scheduled for the Work Session meeting on November 3, 2025, at 6:00 p.m. The second and final reading, along with potential adoption, is scheduled for the Regular Session meeting on November 17, 2025, at 7:00 p.m.

There was no discussion on this item.

VII. **NEW BUSINESS**

3. **Council Discussion on the 2026 City Council Meeting Calendar — Executive Offices**

Background/History:

Section 2.20 of the City Charter provides that “the city council shall hold regular meetings at a stated time and place by ordinance, not less than twice a month.”

The City of Forest Park typically holds council meetings on the first and third Mondays of each month. However, when a national holiday falls on a Monday, the meeting is rescheduled to the 1st Tuesday of that month. These adjusted dates are noted in red on the attached calendar.

Staff is requesting approval of the 2026 City Council meeting calendar as presented.

There was no discussion on this item.

4. **Council Discussion on the 2026 City Council Observed Holidays Calendar-** Executive Offices

Background/History:

Each year, the City of Forest Park adopts an official holiday calendar to provide consistency for employees and residents. The calendar generally follows federal and state observances, including New Year’s Day, Martin Luther King Jr. Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving, and Christmas.

When a holiday falls on a weekend, it is observed on the nearest weekday in alignment with common government practice. The proposed 2026 Holiday Calendar follows these standards to ensure continuity of operations and clarity for the public. Staff is seeking approval of the 2026 Observed Holiday Calendar.

There was no discussion on this item.

5. **Council Discussion 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

Background/History:

Mid-South Roof Systems (MSRS) is seeking a Conditional Use Permit (CUP) for 564 Main Street to transform a 2.85± acre site into its corporate campus, featuring offices, training, and support areas. The site was formerly used for display manufacturing.

The project renovates several buildings for office, training, and support, removing a small garage to improve access and parking. Training and material storage uses need a CUP since they're not listed in allowable DM uses.

The CUP process lets the city assess compatibility. The training center is designed for MSRS employees and is not expected to impact traffic, noise, or the neighborhood character. This project supports downtown revitalization. A public hearing will be held.

Mrs. Iron-Kumassah, Senior Planner, provided an update regarding Mid-South Roofing Systems and its plans to relocate its corporate campus to the downtown Main Street area. She noted that this project has been in development for approximately two years. The item received approval with conditions from the Planning Commission in October, and those conditions were included in the Council packet. She requested Council approval of the Conditional Use Permit to allow the project to proceed with its adaptive reuse of the property.

6. **Council Discussion on Section 2-6-7 (Board of Ethics), Chapter 6 (Code of Ethics), Title 2 (General Government) Ethics Ordinance -Attorney's Office**

City Attorney Matricardi explained that the proposed amendment would permit the appointment of a qualified third-party attorney to review ethics complaints in the event of a sitting Ethics Board's absence. She stated that the requirements for the third party are clarified (must be a licensed attorney with at least five years of practice) and noted that this amendment formally codifies the provision, rather than relying solely on a prior resolution.

Comments/Discussion from Governing Body:

Councilmember James requested clarification on the distinction between an ordinance and a resolution. Attorney Matricardi clarified that, while the appointment could be considered open-ended, the ordinance itself still needed to be amended to resolve the conflict and align the council's mechanics accordingly.

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).

It was moved to recess into Executive Session at 6:15 p.m. 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 the Work Session Meeting at 7:00 p.m.

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

IX. ADJOURNMENT

Mayor Butler adjourned the meeting at 7:00 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 before the meeting at 404-366-4720.