



CITY COUNCIL WORK SESSION MEETING

Monday, September 15, 2025, at 6:00 PM
Council Chambers and YouTube Livestream

Website: www.forestparkga.gov
YouTube: <https://bit.ly/3c28p0A>
Phone Number: (404) 366.4720

FOREST PARK CITY HALL
745 Forest Parkway
Forest Park, GA 30297

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James
The Honorable Hector Gutierrez

The Honorable Delores A. Gunn
The Honorable Latresa Akins-Wells
The Honorable Allan Mears

Latosha Clemons, Interim City Manager
Randi Rainey, City Clerk
Danielle Matricardi, City Attorney

APPROVED MINUTES

CALL TO ORDER/WELCOME: Mayor Pro Tem James called the meeting to order at 6:00 p.m.

ROLL CALL - CITY CLERK: A quorum was established.

Attendee's Name	Title	Absent	Present
Angelyne Butler, MPA	Mayor, At-Large	X	
Kimberly James	Council Member, Ward 1		X
Councilmember Gunn	Council Member, Ward 2		X
Hector Gutierrez	Council Member, Ward 3		X
Latresa Akins-Wells	Council Member, Ward 4		X
Allan Mears	Council Member, Ward 5	X	

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; and Danielle Matricardi, City Attorney.

ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS: There were no consent agenda items.

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to adopt the agenda as printed.

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

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

CONSENT AGENDA: No items.

OLD BUSINESS:

1. **Council Discussion on the Recommended Proposed Millage Rate-** Finance Department

Background/History:

The City of Forest Park has tentatively adopted a 2025 millage rate that requires increased property taxes by 1.21 percent due to increasing property values. Although the City is proposing to keep the millage rate at 16.74 mills, the increase in property values results in a property tax increase.

All concerned citizens are invited to the third and final public hearing on the tax increase, which will be held at Forest Park City Hall on September 15, 2025, at 7:00 p.m.

This tentative increase will result in a millage rate of 16.74 mills, an increase of 1.21percent. Without this tentative increase, the millage rate will be no more than 2.0 mills. The proposed tax increase for a home with a fair market value of \$100,000 is approximately \$8.00.

Attorney Matricardi noted that a public hearing would be held during the regular session meeting.

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

Background/History:

In accordance with O.C.G.A. § 36-35-3, the Mayor and Council of the City of Forest Park are authorized to amend the City Charter. The proposed amendment seeks to revise Section 2.15, "Inquiries and Investigations," of Article II, "Governmental Structure."

At the recent strategic planning retreat, there was a consensus to amend the Charter by revising the governing body's investigation process. With the adoption of this revision, investigations are still possible, but they would require approval of the Governing Body.

Attorney Matricardi clarified that to amend the Charter, the ordinance must be adopted at two consecutive meetings. The amendment was adopted at the previous meeting and will be considered again during the upcoming regular session. Upon adoption at that meeting, the amendment will become effective.

NEW BUSINESS:

3. **Council Discussion on the Defined Benefit Retirement Plan Amendment-Executive Office**

Background/History:

The City of Forest Park participates in the Georgia Municipal Employees Benefit System (GMEBS) Defined Benefit Retirement Plan, administered by the Georgia Municipal Association. The plan must be periodically amended to reflect updates in state or federal regulations, actuarial adjustments, or policy changes adopted by the GMEBS Board of Trustees.

The proposed Plan Amendment has been prepared to ensure the City's retirement plan remains compliant and aligned with GMEBS standards. Adopting the amendment requires approval and execution by the City's authorized representatives, after which the executed documents will be submitted to GMEBS for final processing and recordkeeping.

Michelle Warner, Director of the Retirement Department with the Georgia Municipal Association, provided an overview of the City's retirement plan. She explained that the plan began approximately a year and a half ago and only accrues service from its start date. Employees were allowed to purchase prior service, with the cost determined through a study. Ms. Warner noted that the current plan rules will enable the purchase of only whole years of service. However, some employees submitted partial payments that did not cover a full year. To address this issue, the plan is being amended to remove the "whole years only" requirement, thereby allowing partial service credit purchases to be recognized.

Comments/Discussion from Governing Body:

Councilmember Gutierrez asked whether employees can finance the cost of purchasing prior service credit through payroll deductions or if payments must be made in a lump sum. Ms. Warner explained that payments must be made with pre-tax dollars and are typically processed through employees' 457 retirement accounts, which has been the practice. Ms. Warner noted that while the service purchase can be costly, employees were provided with two purchase windows, one a year ago and another currently open. She added that the Council has the authority to authorize additional purchase windows if desired.

Mayor Pro Tem James asked for clarification, noting that some employees submitted checks that did not cover a full year of service. She inquired whether the request before the Council authorized acceptance of those partial payments. Ms. Warner confirmed that the request is to allow employees to move forward with partial-year service credit purchases. She explained that payments have already been received and deposited from employees' 457 accounts, and rather than returning those funds, the plan would be amended to recognize partial years. She noted that the original "whole year only" rule was primarily for administrative simplicity, but the amendment would serve as a corrective measure given the circumstances.

Mayor Pro Tem James asked for clarification, noting that once the amendment is adopted, no new payments will be accepted, and it will apply only to funds already received. Ms. Warner confirmed this understanding, explaining that the amendment is limited to payments previously submitted. However, she clarified that a new service purchase window is currently open through September and October, during which employees may still apply to purchase service credit. Ms. Warner added that staff, including Ms. Brown, have communicated with employees regarding this opportunity.

4. **Council Discussion to approve Text Amendment for Title 8. – Planning and Development, Chapter 2. – Building Regulation and Code Enforcement, Article C. – Plumbing, Section 8-2-21**

Plumbing Code Adopted, of the City of Forest Park Code of Ordinances to amend such section, adding subsection A. Water Efficiency Code-PCD Department

Background/History:

The Metropolitan North Georgia Water Planning District (Metro Water District or the District) was created by the Georgia Legislature in 2001 to preserve and protect water resources in the 15-county metropolitan Atlanta area. The District's required water-efficient plumbing fixtures, equipment, and irrigation system components are one of many key water conservation strategies in the Water Resources Management Plan to help protect the region's limited water supplies. The "Water Efficiency Code Requirements" will help save water by ensuring that new homes, apartments, and existing homes and building renovations install available water-efficient fixtures and components. These changes will use less water and sustain the available supplies for our growing region. Local governments are responsible for adopting and implementing the Water Resources Management Plan, including the water efficiency code requirements. Effective January 1, 2024, local officials will maintain the Metro Water District – Water Efficiency Code Requirements as a local amendment to the Georgia State Minimum Standard Plumbing Code. With the Mayor and Council approving this text amendment, the City of Forest Park Code of Ordinances will be current, and the city will comply with the state's Water Resources Management Plan requirements.

Director Dozier explained that the Metropolitan North Georgia Water Planning District is responsible for developing legislation to preserve and protect water resources within its 15-county region. She noted that the District has created a new efficiency code and requests that all municipalities adopt it as part of their standard funding ordinances. She stated that the document reflects the required modification, and staff recommended adoption to maintain compliance.

EXECUTIVE SESSION: (When an Executive Session is required, one will be called for the following issues: Personnel, Litigation, or Real Estate)

It was moved to recess into Executive Session at 6:10 p.m. for Personnel, Litigation, or Real Estate.

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

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

It was moved to reconvene the Work Session Meeting at 6:58 p.m.

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

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

ADJOURNMENT:

Mayor Pro Tem James adjourned the meeting at 6:58 p.m.

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

City Clerk's Signature

Mayor's Signature

