



CITY COUNCIL REGULAR SESSION MEETING

Monday, September 15, 2025, at 7:00 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 7:00 p.m.

INVOCATION/PLEDGE: Mark Fortson led the invocation and pledge.

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 approve the agenda as presented.

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

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

APPROVAL OF MINUTES:

1. **Council Approval of Council Work Session and Regular Meeting Minutes from September 2, 2025 -**
City Clerk

It was moved to approve the Council Work Session and Regular Meeting Minutes from September 2, 2025.

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

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

PUBLIC COMMENTS: (All Speakers will have 3 Minutes)

There was one (1) Public Comment Speaker.

Justin Cook, a Forest Park Ministers Association representative, addressed the Council, announcing the upcoming Praise in the Park event to be held at Star Park on Saturday from 12:00 p.m. to 3:00 p.m. The program will include dancing, music, and prayer over the City. He also noted that Rock Church will celebrate its 23rd anniversary on Sunday, with services scheduled at 10:30 a.m. and 6:00 p.m.

CITY MANAGER'S REPORT:

Interim City Manager/Fire Chief Clemons presented the August 2025 City Manager's Report, focusing on operational efficiency, neighborhood sustainability, and economic development. In the Legislative Corner, she highlighted Council and Mayor participation in community events, including the Clayton County Transportation Summit, the Forest Park Homecoming Parade, the groundbreaking of the dog park, Food Truck Fridays, a laptop giveaway in partnership with AT&T and Compute Dot, and the State of the Fire Department address.

Under department updates, Interim City Manager/Fire Chief Clemons reported:

- City Clerk's Office processed 198 open records requests, with 146 completed.
- Code Compliance resolved 584 of 609 cases.
- Economic Development advanced business retention, board collaboration, and property improvements.
- Fire Department showcased the new fire safety trailer at the Fire-Rescue International Conference.
- Human Resources continued to address staffing needs.
- Information Technology implemented system upgrades, including microphones, monitors, and lobby displays.

- Municipal Court, under Director Roper-Jackson, handled over 2,000 cases.
- Planning and Community Development, under Director Nicole Dozier, advanced licensing and permitting compliance.
- Police Department members Lieutenant Jimmy Arnold and Corporal Angelique Corley Hebron received the Community Impact Award from the Clayton County Chamber of Commerce.
- Recreation and Leisure, under Director Maxwell, announced the “Free Your Mind Festival” on September 27, focused on mental health and suicide prevention, along with a 5K run the same day.
- Public Information Office launched the city’s new website and noted that the Homecoming Parade was the top social media post in August.
- Public Works, under Director Matthews, was commended for daily services in streets, sanitation, grounds, fleet, and building maintenance.

She praised all departments for their dedication and service to the community.

PRESENTATIONS:

2. Financial Reporting of the FY2025-2026 Monthly Financial Report- Finance Department

Background/History:

The Finance Department will present the FY2025-2026 Monthly Financial Review of the City’s financials. The monthly financial review aims to help us understand how healthy the City’s cash flow is and evaluate department performance to see if the executive office needs to reallocate resources to achieve the city’s financial goals.

Mr. Wiggins, Finance Director, gave a brief overview of the monthly financials. He explained that the monthly review provides a snapshot of the City’s financial health and departmental performance to determine whether resources may need to be reallocated by the City Manager.

Mr. Wiggins reported that for August, the General Fund revenues and expenses totaled \$4,303,485.70, with year-to-date revenues of approximately \$1.79 million and year-to-date expenses of roughly \$7.58 million. He noted this imbalance is typical early in the fiscal year before the issuance of tax bills, and revenues are expected to surpass expenses as the year progresses. He further reported that departments have used 18% of their annual budgets, consistent with expectations at this point in the fiscal year. He also provided an overview of other City funds, including special funds, capital funds (SPLOST), authorities, and sanitation.

CEREMONIAL:

3. Forest Park Fire & EMS Introduction to two (2) New Firefighters/EMTs and Lieutenant Promotion

Background/History:

The Forest Park Fire & EMS has onboarded two (2) new members to the Department:

- Janos Venson – Firefighter/EMT
- Kaitlyn Mote – Firefighter/EMT

We also had one promotion:

- Robert Channell – Fire Lieutenant

Deputy Chief Geoff May introduced the new hires and recognized the promotion of a Lieutenant.

Chief Clemons announced that the department will hold its awards and pinning ceremony in October, during which officers will receive both their badge and pin.

4. **Proclamation in Recognition of National Hispanic Heritage Month**

Background/History:

Hispanic Heritage Month is recognized each year from September 15 to October 15. This year, the focus is on the themes of prosperity, power, and progress, recognizing the significant strides of Hispanics in the economic, political, and social growth of the U.S. under the theme “Latinos: Driving Prosperity, Power, and Progress in America.” Our population growth, increasing political representation, and economic success pave the way for the rise and recognition of Hispanics as undeniable positive contributors to the country - Hispanic Stars. Despite obstacles, Hispanics persist and thrive, achieving remarkable success in areas that were once considered off-limits. From CEOs of Fortune 500 companies to Pulitzer, Nobel Peace Prize winners, and City of Forest Park employees, Hispanics drive America's economic prosperity and continuously drive innovation and economic growth.

We would like to recognize the large contingent of Hispanic Employees that we have working for the City of Forest Park.

Recreation and Leisure Services

Fidel Rodriguez
Adelina Hernandez
Daniel Cortes

Planning and Community Development

Fatima Chavez

Code Compliance

Officer Jesus Carranza
Nia Rodriguez

Public Works

Marvin Montepeque
Lydia Parrilla
Carlos Sincard
Josue Gradis

Information Technology

Jimmy Rodriguez

Finance

Yasmin Huerta

Police Department

Officer Carl Ortiz
Officer Cardenas
Officer Joshua Cruz-Leon
Captain Kayla Ghant

Detective Elis Rosario
Paola Mendoza
Guadalupe Moreno
Shalimar Martinez

Fire Department

Jorge Arana
Julian Barber
Miguel Gutierrez

Municipal Courts

Yesenia Soriano

Mayor Pro Tem James presented the Hispanic Heritage Month Proclamation and participated in a group photo. Councilmember Gutierrez read aloud the names associated with Hispanic Heritage Month.

5. **Recognition of Ward 4 Yard of the Quarter-** Councilmember Akins-Wells, Ward 4

Background/History:

The Yard of the Quarter program celebrates community pride by recognizing Forest Park Ward 4 residents who go above and beyond in maintaining their homes and yards. Their efforts contribute to the beauty and spirit of our neighborhood.

This quarter, we're proud to present the award to 5213 Austin Pl. residents for their outstanding dedication to keeping their property looking its best. Congratulations and thank you for helping make our community shine!

Councilmember Akins-Wells presented the Yard of the Quarter to the recipient, Veronica Stinson.

PUBLIC HEARINGS:

It was motioned to close the regular meeting to open the Public Hearing(s).

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

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

6. **Council Approval of the Recommended Proposed Millage Rate-** Finance Department

In favor: None

In opposition: None

It was motioned to approve the Recommended Proposed Millage Rate.

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

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

7. **Council Approval of an Ordinance for 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**

In favor: None

In opposition: None

It was motioned to approve an Ordinance for 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.

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

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

OLD BUSINESS:

8. **Council Approval of an Ordinance on the Proposed Amendment to the Charter to Amend Section 2.15 (Inquiries and Investigations) of Article II (Governmental Structure)-Executive Office**

It was motioned to approve an Ordinance on the Proposed Amendment to the Charter to Amend Section 2.15 (Inquiries and Investigations) of Article II (Governmental Structure).

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

Voting Yea: Councilmember Gunn, Councilmember Gutierrez

Voting Nay: Councilmember Akins-Wells

Comments/Discussion from Governing Body:

Mayor Pro Tem James raised a point of order, asking whether the City Charter requires “three votes” to pass certain actions or legislation. Attorney Matricardi clarified that under the City Charter, a minimum of three councilmembers must be present and voting for action to be valid. The three votes do not all have to be in favor, but at least three members must participate in the vote.

NEW BUSINESS:

9. **Council Approval of a Resolution on the Defined Benefit Retirement Plan Amendment-Executive Office**

It was motioned to approve a Resolution on the Defined Benefit Retirement Plan Amendment.

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

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

CLOSING COMMENTS BY GOVERNING BODY:

Councilmember Gunn expressed excitement regarding progress with the dog park project, noting it is expected to be completed by the end of the month, which will benefit residents with extension events in their homes. She further announced that on September 17th, the City will honor senior citizens, with 35 individuals signed up to participate. The event will provide an opportunity for fellowship and recognition. She also highlighted the upcoming Forest Park Safety Day scheduled for Saturday from 11 a.m. to 1 p.m. Chief Clemons and the whole department will participate, with support from Attorney Matricardi, to ensure compliance. During the event, ring cameras will be distributed to residents on a first-come, first-served basis. Additionally, Councilmember Gunn shared that Forest Park has been receiving recognition beyond the city. At a recent conference, a moderator requested to highlight the City's new webpage, which was reviewed by other municipalities across Georgia as a model. She credited department heads for this recognition, praising their efforts and teamwork. She noted that outside communities are taking notice of Forest Park's progress, including its police services and City Shield program, which has positioned the City as a leader in innovation and safety.

Councilmember Gutierrez began by thanking everyone and apologizing for being emotional at the previous meeting, noting that he had recently suffered a family loss but still wished to fulfill his duties. He emphasized the importance of publicly reading the Hispanic Heritage Month Proclamation, stating that, as the only Hispanic elected official, he wanted his community to hear it entered into the record. He highlighted the significance of Hispanic and Latino contributions locally and nationally. He encouraged residents to use the month of October to learn about the impact of immigrants in the community. Councilmember Gutierrez also thanked participants of the recent Hot Dog Eating Contest, noting it was a fun and well-attended event, and reminded everyone of the upcoming Hispanic Heritage Month Festival. He extended prayers and condolences to Councilmember Mears and his family during their time of loss. Councilmember further shared his experience attending the recent training alongside Councilmember Gunn, noting that Forest Park remains well ahead of many municipalities. He expressed pride in the City's progress and gratitude to employees, stating that their work allows elected officials to represent Forest Park with confidence and pride.

Councilmember Akins-Wells thanked Councilwoman James for keeping the meeting concise. She announced Fun Friday scheduled for September 19th from 7:00 to 11:00 p.m., encouraging everyone to attend. She also mentioned the street sign project in Ward 4, asking employees and residents to notify her or the council aides if signs need to be replaced to support the community's beautification. Councilmember Akins-Wells reminded residents of the upcoming election on November 4th, emphasizing the importance of voting and encouraging everyone to remind their neighbors to participate. She extended condolences to Councilmember Mears on his family loss and thanked everyone for attending the meeting.

Mayor Pro Tem James announced that on Wednesday, September 17th, she will host a Financial Literacy Lunch and Learn at 696 Main Street at 11:00 a.m., featuring a guest speaker on financial literacy. She also reminded everyone of the regular board meeting on Thursday at 5:00 p.m., noting that John Fine Foods will cater it. She commended Chief Criss and the Police Department for recently hosting a "Chat and Chew" event at a Cuban restaurant, recognizing their community engagement efforts. Mayor Pro Tem James also reminded residents that it is election season and shared that one of her campaign signs in Ward 1 had been removed without permission. She stated that while she chose not to file a police report, she wanted to remind the public that removing signs is a criminal offense and that security cameras are in place. Mayor Pro Tem James closed by thanking everyone for their work and contributions, adding that staff and community members make the council look good. She then wished everyone a good evening.

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

ADJOURNMENT:

Mayor Pro Tem James adjourned the meeting at 7:44 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

APPROVED