



CITY OF
FORESTPARK

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

Monday, January 5, 2026, at 6:00 PM
Forest Park City Hall | Council Chambers
745 Forest Parkway, Forest Park, GA 30297

The Honorable Mayor Gwen Ellison
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. CALL TO ORDER/WELCOME

Mayor Ellison called the meeting to order at 6:00 p.m.

II. ROLL CALL - CITY CLERK

Present

Mayor Ellison
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; Shalonda Brown, HR Director; Diane Lewis, HR Deputy Director; Rochelle Dennis, Economic Development Director; Dorthy Roper-Jackson, Municipal Court Director; Tarik Maxwell, Director of Rec and Leisure; Alton Matthews, Public Works Director; Brandon Criss, Police Chief; Geoff May, Deputy Fire Chief; David Halcome, Deputy Fire Chief and Danielle Matricardi, City Attorney.

III. ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS

It was moved to approve the agenda as printed.

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

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

There were no consent agenda items.

V. **CONSENT AGENDA**

There were no consent agenda items.

VI. **NEW BUSINESS**

1. **Council Discussion and Approval of the Appointment of Mayor Pro Tempore – Executive Offices**

Background/History:

Per the City Charter, at the first regular meeting in January of each year, the governing body elects a Mayor Pro Tempore from among its members to serve a one-year term. The Mayor Pro Tempore is responsible for performing the duties of the Mayor during the Mayor's absence from the city or in the event of a disability.

For 2025, Councilwoman Kimberly James was elected to serve as Mayor Pro Tempore.

Mayor Ellison read into the record a resolution sponsored by Mayor Gwen Ellison and Councilmembers Kimberly James, Delores A. Gunn, Hector Gutierrez, Latresa Akins-Wells, and Allan Mears to elect Councilmember Delores A. Gunn to serve as Mayor Pro Tempore for the 2026 calendar year.

The resolution referenced the City of Forest Park's status as a municipal corporation organized under the laws of the State of Georgia. It cited Section 2.22 of the City Charter, which requires the Mayor and City Council to elect a Mayor Pro Tempore from among its members at the first regular meeting in January of each year to serve a one-year term. It further stated that the Mayor Pro Tempore is authorized to perform the duties of the Mayor during the Mayor's absence from the city or in the event of the Mayor's disability.

The resolution elected Councilmember Delores A. Gunn as Mayor Pro Tempore for a one-year term beginning upon adoption and continuing through December 31, 2026, or until a successor is duly elected. The resolution also outlined the duties of the Mayor Pro Tempore in accordance with the City Charter and applicable law, provided for the document to be maintained as a public record by the City Clerk, and authorized the Mayor and City Clerk to execute and attest to all documents necessary to effectuate the resolution, subject to approval as to form by the City Attorney.

VII. **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 6:08 p.m. for Personnel, Litigation, or Real Estate.

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

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

The mayor and council reconvened into the work session meeting at 6:59 p.m. There was no official vote.

VIII. **ADJOURNMENT**

Mayor Ellison adjourned the meeting at 6:59 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.

City Clerk Signature

Mayor's Signature