



CITY OF
FOREST PARK

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

Monday, December 15, 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 Butler called the meeting to order at 6:00 p.m.

Present

Absent

Mayor Butler

Councilmember Kimberly James

Councilmember Delores Gunn

Councilmember Hector Gutierrez

Councilmember Latresa Akins-Wells

Councilmember Allan Mears

II. ROLL CALL - CITY CLERK

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; Talisa Adams, Procurement; Yasmin Huerta, Procurement; Shalonda Brown, HR Director; Diane Lewis, HR Deputy Director; Rochelle Dennis, Economic Development Director; Charise Clay, Main Street Manager; SaVaughn Irons, Principal Planner; Dorothy Roper-Jackson, Municipal Court Director; Tarik Maxwell, Director of Rec and Leisure; Alton Matthews, Public Works Director; Brandon Criss, Police 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 Mears. 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 added or removed.

V. NEW BUSINESS

1. Council Discussion on Professional Recruitment Services for a new City Manager-Executive Office

Background/History:

The Governing Body is seeking to obtain professional recruitment services to complete a nationwide search for a new City Manager for the City of Forest Park. This request is for approval to enter into a contract with Sumter Consulting to complete a nationwide search for a new City Manager.

Mr. Warren Hutmacher briefly introduced himself as a representative of Local Government Consulting. He stated that he is a former City Manager for the Cities of Avondale Estates, Norcross, and Johns Creek, and noted that his firm has been in operation since 2021. He added that the firm has conducted several city manager searches and expressed interest in working with the City of Forest Park.

2. Council Discussion Regarding a Resolution to Establish a Technology Fee for the Municipal Court—Municipal Court Department

Background/History:

The Clerk of the Municipal Court of the City of Forest Park, Georgia, shall be entitled to charge and collect a technology fee as a surcharge to each criminal and quasi-criminal fine imposed by the Court. The technology fee shall be set by order of the judge of the Court, provided that the fee shall not exceed the amount of ten dollars (\$10.00).

- (b) The fee authorized by subsection (a) of this section shall be used exclusively to provide for the following technological needs of the Court and the City's Police Department:
 - (1) The purchase, lease, maintenance, and installation of general technology infrastructure, including computer hardware and software and equipment

- used for imaging, scanning, facsimile transmission, communications, projections, and printing;
- (2) The implementation, maintenance, and upgrade of evidence management systems;
 - (3) The purchase, upkeep, and support of specialized police technology, including body-worn camera systems, automated license plate reader systems, and law enforcement aerial drone technology; and
 - (4) Any other technology-related equipment, system, or service deemed necessary by the governing body for enhancing public safety or the effective operation of the Court.
- (c) All funds collected pursuant to this Act shall be maintained in a segregated account by the Chief Financial Officer of the City and the Clerk of the Court, separate from other funds of the City, and shall be expended only for authorized purposes upon the order of the judge of the Court, following consultation with the Court Administrator and the Chief of Police. The funds may be used to reimburse the city's information technology department for services provided to the Court or the Police Department."

Director Roper-Jackson addressed the Mayor, City Council, Interim City Manager Clemons, and the City Attorney regarding the proposed technology fee. She reminded the governing body that the item had previously been presented during the budget retreat and stated that staff were now formally requesting guidance and authorization to move forward. She explained that the request was for the Clayton County legislative delegation to present the bill on behalf of the city during the upcoming General Assembly session in January.

Director Roper-Jackson noted that several municipalities have successfully presented and received approval for similar legislation, including the Cities of Tybee Island, Centerville, Clemons, and Dallas. She stated that the staff was seeking direction from the Mayor and Council to proceed with presenting the bill.

Comments/Discussion from the Governing Body:

Councilmember Gutierrez asked whether the proposed technology fee would be implemented for a specific period of time and requested clarification on how the revenue would be used. He expressed concern about implementing additional fees and objected to the language referencing "criminal" and "quasi-criminal" matters, stating that not everyone who appears before the court should be characterized as a criminal. Attorney Matricardi explained that citations are classified as quasi-criminal as a legal term of art and clarified that this terminology is commonly used across jurisdictions. She stated that technology or court-related fees are standard among municipalities because there are associated services and expenditures required to support court operations. She noted that the revenue from such a fee could be used for necessary services, including software systems that allow individuals to pay for citations online.

Director Roper-Jackson stated that several municipalities, including the City of Decatur and the City of Dunwoody, are also planning to present similar legislation during the upcoming January General Assembly session, noting that many jurisdictions have already completed the process. She emphasized that Forest Park is among the last municipalities seeking to move forward and reiterated the importance of proceeding in order to address the City's needs.

Councilmember Gutierrez stated that his concern was ensuring the City continues to be viewed as supportive of the community and community policing efforts. He expressed that he did not want the public to perceive the City as operating for profit and concluded his remarks.

3. **Council Discussion on the Willie Finch Community Gardens and the Three Wall Structures on Pineridge Road-Procurement Department**

Background/History:

The City of Forest Park is planning to enhance a broader effort to celebrate local heritage, beautify shared spaces, and promote community pride through public art. Murals have long served as powerful visual tools for storytelling and collective identity, transforming ordinary spaces into meaningful landmarks that reflect the heart and history of the community.

These murals will stand as lasting symbols of unity, pride, and progress.

Willie Finch Community Garden Mural – “Together We Grow”

The Willie Finch Garden mural will embody community togetherness and growth. The mural will feature imagery that celebrates unity, nature, and collective care, incorporating elements such as hands planting seeds, interconnected vines, and abstract representations of residents walking/playing side-by-side.

Pineridge Road Mural – “Past, Present, and Future”

The Pineridge Road mural will serve as a visual timeline of the city's evolution, highlighting its rich past, vibrant present, and forward-looking vision for the future. The design will weave together historical references, community landmarks, and contemporary city life, culminating in symbols of innovation, growth, and aspiration. This mural will inspire residents to reflect on how the city has transformed over time while imagining what lies ahead.

Three (3) quotes were received, and after evaluation, Procurement recommends awarding to the lowest, responsive, and responsible vendor: **Sarah Neuburger**

Mrs. Adams stated that the project was issued as a Request for Quote and distributed to approximately eight to nine artists throughout the metro Atlanta area. She reported that three quotes were received, with Sarah Newberger identified as the selected

vendor.

Mrs. Adams noted that samples of the artist's previous work for other local municipalities were included in the Council packet. She also stated that the artist provided a preliminary rendering depicting a "past, present, and future" mural concept, which was submitted a few days before the meeting. She added that further discussions with stakeholders would take place to develop a final design that appropriately represents the City of Forest Park.

Comments/Discussion from the Governing Body:

Councilmember Gunn noted that she believes the mural will be a valuable addition to public art in the city and shared that she was pleased with the materials presented. Councilmember Gunn stated that she looks forward to seeing the project completed and expresses enthusiasm for its implementation.

Councilmember Gutierrez expressed his enthusiasm for the project, particularly noting the importance of honoring Willie Finch. He remarked that recognizing individuals while they are still present in the community is meaningful and beneficial. Councilmember Gutierrez also emphasized the importance of beautifying public spaces, noting that many residents and children travel the City's streets daily, and stated his support for continuing to enhance community spaces through public art.

Councilmember Akins-Wells thanked Ms. Adams for her work on the project and stated that she initially brought the idea forward while seeking to enhance the wooden fencing at the community garden and make the area more vibrant. She explained that, during discussions about murals for the fencing, she proposed incorporating public art along Pineridge Road to further beautify the area. Councilmember Akins-Wells noted that she, Mayor Butler, and others met on Pineridge Road to discuss the concept and shared that Mayor Butler suggested the mural reflect the past, present, and future of Forest Park. She expressed appreciation for that idea and conveyed her excitement for the improvements planned for Pineridge Road and the community garden.

Councilmember Mears stated that he believed the project was a wonderful idea and emphasized the importance of honoring and respecting the pioneers of early Forest Park, noting that Willie Finch was among them. He also acknowledged the presence of several guests from the arts community and expressed the importance of recognizing community contributors whenever possible.

VI. 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 6:14 p.m. for Personnel, Litigation, or Real Estate.

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.

It was moved to reconvene the Work Session Meeting at 7:03 p.m.

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

VII. ADJOURNMENT

Mayor Pro Tem James adjourned the meeting at 7:03 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 prior to the meeting at 404-366-4720.


City Clerk Signature


Mayor's Signature