



CITY OF
FORESTPARK

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

Tuesday, January 20, 2026, at 6:00 PM
Forest Park City Hall | Council Chambers
745 Forest Parkway, Forest Park, GA 30297

The Honorable Mayor Gwendolyn W. 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

AGENDA

VIRTUAL MEETING NOTICE

Council Meetings will be live-streamed and available on [Forest Park's YouTube Channel](#).

- I. **CALL TO ORDER/WELCOME**
- II. **ROLL CALL - CITY CLERK**
- III. **ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS**
- IV. **ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS**
- V. **CONSENT AGENDA**
- VI. **NEW BUSINESS**
 - 1. **Council Discussion and Approval of a Resolution to Approve a Revised Public Safety Incentive Policy-** Human Resources Department

Background/History:

Human Resources has conducted a review of the City's existing incentive structures and identified the need for updates to ensure alignment with the wage framework previously presented. As the City continues to evaluate its compensation practices, it is essential that incentive programs are structured to effectively support recruitment and retention objectives, reinforce internal equity, and promote workforce stability across all departments.

The review determined that the current incentive approach is not consistently aligned with the established wage structure and, in some instances, may result in unintended pay disparities or inconsistent application across roles. In response, Human Resources is advancing a more standardized, citywide incentive framework designed to ensure incentives are clearly defined, equitably administered, and appropriately aligned with job classifications

and compensation objectives. This effort enhances transparency, supports market competitiveness, and strengthens the City's long-term, sustainable compensation strategy.

2. **Council Discussion to approve Case #TA-2025-04 Text Amendment for Title 8. – Planning and Development, Chapter 8. Zoning, Article A. – General Provisions Text Amendment for Title 8. – Planning and Development, Chapter 8. Zoning, Article F. – Boards and Commissions, section 8-8-160 Rules and Procedures, of the City of Forest Park Code of Ordinances, to amend such section, adding subsection (d) Exemption for Single Family Home Alterations-** Planning and Community Development Department

Background/History:

During prior Council discussions, concerns were raised regarding the requirement for homeowners to pay application fees and undergo Urban Design Review Board (UDRB) review for minor exterior improvements intended for routine maintenance or residential beautification. In response, staff initiated a text amendment to Title 8 – Planning and Development to establish an exemption for certain single-family residential alterations that do not impact the overall architectural character or visual quality of the community.

The proposed amendment is intended to streamline the review process, reduce unnecessary procedural and financial barriers for homeowners, improve administrative efficiency, and allow the UDRB to focus on projects with meaningful urban design impacts.

The text amendment was reviewed by the Planning Commission on January 15, 2026, and is now before Mayor and Council for final consideration and action. If approved, qualifying single-family home improvements, such as exterior painting, would no longer require UDRB review or associated application fees, encouraging residential reinvestment and neighborhood beautification while maintaining the City's design standards.

3. **Council Discussion to Consider Appointments of the Development Impact Fee Advisory Committee-** Planning Community Development Department

Background/History:

At the November 17, 2025, City Council meeting, Council discussed the appointment of a Development Impact Fee Advisory Committee but elected to defer action until after the newly elected Mayor was sworn into office, allowing her to participate in the appointment process. The mayor has since assumed office, and staff is now bringing this item forward for Council's consideration in accordance with prior direction.

Under the Georgia Development Impact Fee Act, the city is required to appoint a Development Impact Fee Advisory Committee prior to the adoption of a development impact fee ordinance. The committee serves in an advisory capacity and is responsible for providing input on a proposed development impact fee ordinance and fee schedule, which are anticipated to be presented to City Council for consideration in 2026 as part of establishing a Development Impact Fee Program.

State law requires the committee to consist of five to ten members, with at least fifty percent of the membership representing the development, building, or real estate industries. Members are not required to be City residents. The law also allows the City Council, at its

discretion, to designate an existing body, such as the Planning Commission or Development Authority, to serve in this advisory role, provided the statutory composition requirements are met.

4. **Council Discussion to consider Appointments of the Public Arts Review Board-**
Planning and Community Development Department

Background/History:

At the February 3, 2025, City Council meeting, Council approved a text amendment to Title 8 of the City of Forest Park Code of Ordinances establishing the Public Arts Review Board (PARB). This action formally created a governing body responsible for administering the City's public art program, Forest Park Arts, and overseeing the review and approval of public art installations throughout the City.

Pursuant to Sections 8-8-169 and 8-8-170 of the Code of Ordinances, the Public Arts Review Board is charged with reviewing and rendering decisions on proposed Public Art Displays, including murals, sculptures, statues, and other artwork located in public spaces, to ensure compliance with adopted guidelines and consistency with the aesthetic and cultural values of the City of Forest Park. The Board also provides feedback to applicants, maintains an official record of approved public art and their locations, elects officers, and conducts meetings in accordance with open meeting requirements.

Section 8-8-171 establishes the composition and terms of the Public Arts Review Board. The Board consists of five (5) members, including one (1) representative from the Downtown Development Authority, one (1) representative from Arts Clayton, Inc., two (2) local artists, and one (1) member of the Forest Park community. All members must be at least eighteen (18) years of age, must be residents of the City of Forest Park, and may not serve as members of the City's governing authority. Board members serve two-year terms and may be reappointed.

5. **Consideration of a Resolution to adopt the Personnel & Policies Manual-Human**
Resources Department

Background/History:

The City of Forest Park originally adopted its Personnel and Policies Manual to establish consistent standards of conduct, governance, and employment practices across all departments. This item represented an amendment to the current policy, updating the Manual following a comprehensive review to ensure compliance with applicable law, best practices, and the City's organizational values.

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).

VIII. ADJOURNMENT

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