



CITY OF
FORESTPARK

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

Monday, February 16, 2026 at 6:00 PM
Forest Park City Hall | Council Chambers
745 Forest Parkway, Forest Park, GA 30297

The Honorable Mayor Gwendolyn 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
Shalonda Brown, Interim 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**
 1. **Purchase New Lifepaks & Lucas and Renew Annual Maintenance Services Contract with Stryker - Fire/EMS**

Background/History:

The Forest Park Fire & EMS Department relies on Lifepak cardiac monitors and LUCAS mechanical chest compression devices as critical; lifesaving equipment used in emergency medical responses. These devices require regular inspection, maintenance, software updates, battery replacement, and access to manufacturer-approved parts to ensure reliability, accuracy, and compliance with applicable safety standards.

The City currently maintains an annual maintenance and service agreement with Stryker, the sole authorized manufacturer and service provider for Lifepak and LUCAS equipment. Stryker offers this agreement through the Sourcwell cooperative contract #041823-STY, which provides comprehensive coverage, including parts and labor, annual preventative inspections, battery replacement, equipment servicing, and replacement of worn or failed components.

Renewal of the annual service contract ensures uninterrupted maintenance support, extends the useful life of the equipment, minimizes operational downtime, and supports the Fire & EMS Department's ability to deliver timely and effective emergency medical services to the community. Staff recommend approval to purchase new Lifepaks & Lucas equipment and renew the annual maintenance services contract with Stryker to ensure continued operational readiness and patient safety for up to five (5) annual terms totaling \$370,193.43.

2. **Annual Renewal Contract for ERP Incode System with Tyler Technologies - Finance**

Background/History:

The City of Forest Park implemented the Tyler/Incode Enterprise Resource Planning (ERP) System to support the centralized management of core financial and operational functions, including citywide budgeting, procurement and purchase orders, accounts payable, and accounts receivable. The ERP system serves as the City's primary financial platform and is used daily by multiple departments to ensure fiscal accountability, operational efficiency, and compliance with applicable policies and reporting requirements.

The City's continued use of the Tyler/Incode ERP System has provided system stability, vendor support, security updates, and ongoing enhancements necessary to maintain uninterrupted financial operations. The annual renewal ensures continued access to system maintenance, technical support, and software updates that are critical to supporting Finance, Information Technology, Procurement, and all user departments.

The proposed annual renewal with one (1) additional annual renewal is being completed through a piggyback agreement utilizing the Sourcewell Cooperative Contract No. 60624-TTI with Tyler Technologies, which was competitively solicited and awarded in compliance with procurement standards. Funding for the annual renewal is provided through various General Operating Accounts and is included in the adopted budget. Approval of this item will allow the City to continue utilizing the existing ERP system without disruption and maintain continuity in financial and operational services.

VI. **OLD BUSINESS**

VII. **NEW BUSINESS**

3. **Council Discussion of Development Authority Board Appointment**

Background/History:

The City of Forest Park Development Authority was established to promote trade, commerce, industry, and employment opportunities within the City, as authorized by O.C.G.A. 36-62A-20. The Authority plays a key role in supporting economic growth and development initiatives that benefit the community. - Economic Development

4. **Council Discussion of a Resolution Appointing a City Representative to serve on the Clayton County Land Bank Authority Board; Authorizing the Mayor to Designate Such Representative; Confirming Compliance with the Georgia Land Bank Act; and for Other Lawful Purposes - Planning and Community Development**

Background/History:

Since the establishment of the County Land Bank in 2020, the City of Forest Park has historically designated the Planning Director to serve as the City's representative on the

Land Bank Board. Since that time, the City's appointed representative has been the serving Planning Director, including James Shelby, followed by LaShawn Gardiner, and most recently Nicole Dozier. Following the departure of the former Planning Director and the transition of Planning & Community Development leadership, the Land Bank has requested clarification regarding the City's designated representative to the Land Bank Board. At this time, the Land Bank has temporarily listed the City's seat as vacant pending formal action by the Mayor and City Council. While it has been customary for the Planning Director to serve in this role, there is no formal policy, ordinance, or resolution requiring that the City's Land Bank representative be the Planning Director. Under the County Resolution establishing the Land Bank, board members serve at the pleasure of the appointing party, may be employees of the appointing jurisdiction, and must have at least five (5) years of experience or education in urban planning, community development, real estate, law, finance, or related fields. Additionally, the Georgia Land Bank Act (O.C.G.A. § 48-4-104(c)) authorizes both municipal employees and elected officials to serve as Land Bank board members without impairing their public office or employment. Accordingly, staff is bringing this item forward for Mayor and Council consideration to formally designate a representative to serve on the Land Bank Board on behalf of the City of Forest Park.

5. **Council Discussion of a Resolution approving the Reappointment and Swearing-In of Members of the Planning Commission for a New Term; Providing for Continuity of Operations; Authorizing the Mayor to Administer the Oath of Office; and for Other Lawful Purposes.** - Planning and Community Development

Background/History:

The current terms of the City of Forest Park Planning Commission members are set to expire in March 2026. Pursuant to Section 8-8-164 of the City Ordinance, the Planning Commission is established as a five-member body whose members are appointed and confirmed by the Mayor and City Council and serve terms as prescribed by ordinance. All current Planning Commission members have confirmed their willingness to continue serving for a new term. To ensure continuity of operations and maintain compliance with City Code and state law, the members must be reappointed, confirmed, and sworn in by the Mayor prior to the March 19, 2026, Planning Commission meeting. Following swearing-in, the Planning Commission will elect a Chair and Vice Chair. Failure to complete the reappointments and swearing-in prior to the March 19, 2026, meeting will result in the Planning Commission being unable to lawfully convene, requiring cancellation of the scheduled meeting. Should Mayor and Council approve the reappointment and confirmation of the current Planning Commission members, the Planning Commission will remain in compliance and able to continue conducting official business.

6. **Council Discussion of a Resolution Approving a Revised Phased Development Approach for the City Center Project; to be known as the Forest Park Administrative Complex; acknowledging Project cost estimates and funding assumptions; Authorizing continued Planning and Implementation; and for other Lawful Purposes.** - Public Works

Background/History:

Revise the City Center to the Forest Park Administrative Complex with a phased completion approach:

- Phase 1 – Recreation building
- Phase 2 — City Hall
- Phase 3 – Police Headquarters

Total estimated construction cost of \$81 million. This will be a substantial reduction from the initially estimated \$118 million originally proposed.

VIII. 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)

IX. 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.