



CITY OF
FORESTPARK

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

Monday, February 2, 2026 at 6:00 PM
Forest Park City Hall | Council Chambers
745 Forest Parkway, Forest Park, GA 30297

The Honorable Mayor Gwen W. Ellison
The Honorable Kimberly James
The Honorable Hector Gutierrez
The Honorable Allan Mears
The Honorable Delores A. Gunn
The Honorable Latresa Akins-Wells
Latosha Clemons, Interim City Manager
Shalonda Brown, Interim City Clerk
Danielle Matricardi, City Attorney

MINUTES

I. CALL TO ORDER/WELCOME

The meeting was called to order by Mayor Ellison at 6:00 PM.

II. ROLL CALL - CITY CLERK

Present	Absent
Councilmember Kimberly James	
Councilmember Delores Gunn	
Councilmember Hector Gutierrez	
Councilmember Latresa Akins-Wells	
Councilmember Allan Mears	

III. ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS

Councilmember James made a motion to adopt the agenda, seconded by Councilmember Gutierrez. The vote was unanimously approved.

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

Councilmember James made a motion to adopt the consent agenda, seconded by Councilmember Akins-Wells. The vote was unanimously approved.

V. CONSENT AGENDA

Councilmember James made a motion to accept the Consent Agenda, seconded by Councilmember Akins-Wells. The vote was unanimously approved.

1. Annual Adobe Software License Renewal

Background/Summary:

This is the annual renewal of the City Adobe Acrobat Licensing. This is a budgeted item

and the licensing is purchased on an annual basis at government's pricing through SHI each year. - Information Technology

Director Cox gave the Council an overview of the Annual Adobe Software License Renewal.

2. Waste Management Contract Amendment for Signature

Background/Summary:

On March 20, 2023, the City entered into an Agreement for Solid Waste Collection Services, pertaining to the collection of waste in the City with an option to automatically renew said contract. The City and Waste Management desire to further amend the Agreement to adjust the rates, Exhibit A, as well as other modifications to City buildings herein attached, Exhibit B. Additionally, Waste Management agrees to include (2) 4-hour shredding events to the quarterly Clean Sweeps and remove Memorial Day and Labor Day from list of holidays. - Public Works

The Waste Management Representative, Alan Owens, informed the Council that this is not a renewal. He informed the council that it is an amendment to the current agreement that is already in place. Mr. Owens informed the council of the changes.

VI. OLD BUSINESS

VII. NEW BUSINESS

3. Council Discussion of Downtown Development Authority Board Appointments

Background/Summary:

Georgia Law O.C.G.A. 36.42 provides a Downtown Development Authority consists of a board of seven directors who are appointed by the municipal governing authority to serve a staggered four-year term. The Downtown Development Authority was established to assist in the redevelopment and revitalization of the central business districts located in the City of Forest Park as authorized by O.C.G.A. 36-42-1. The DDA Board also serves as the Main Street Board.

- This Board shall consist of up to seven (7) members
- Board Members must be taxpayers residing in the City of Forest Park; or,
- Board Members must be owners or operators of businesses located within the downtown development area and who shall be taxpayers residing in Clayton County;
- One director appointed to the board may reside outside Clayton County; provided, however, that such appointed director owns a business within the downtown development area and is a resident of the State of Georgia.

There are three (3) vacancies on the Downtown Development Authority since (i) Angelyne Butler's term expired in December of 2025; (ii) Jacklyn Faith's term expired in September of 2025; and (iii) Nancy Howard's term expired in September of 2025. - Economic Development

Director Dennis reviewed the background and summary of the Downtown Development Authority Board appointments with the Council. Following discussion, the Council agreed that it should be responsible for appointing all members to the Board.

4. **Council Discussion of Development Authority Board Appointments**

Background/Summary:

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. *There are four (4) vacancies on the Development Authority*

This Board shall consist of up to seven (7) members and Board members must be taxpayers residing in the City of Forest Park or taxpayers residing in Clayton County. - Economic Development

Director Dennis reviewed the background and summary of the Development Authority Board appointments with the Council and presented her recommendations for the applicants. The Council reiterated its previous statement that it should be responsible for making the final decisions regarding the appointments.

5. **Council Discussion of Urban Redevelopment Agency Board Appointments**

Background/Summary:

The purpose of the Urban Redevelopment Agency is to revitalize and redevelop blighted areas within a city or county, as allowed by O.C.G.A. 36-61-1. The City of Forest Park Urban Redevelopment Agency focuses on promoting the development of trade, commerce, industry, and employment opportunities at the Gillem Logistics Center.

- The Board may consist of 5-7 members.
- The Mayor of Forest Park selects the members of the URA, but their selection must be confirmed by City Council.
- Members of the Urban Redevelopment Agency must be residents of the City of Forest Park.
- Members serve for a three (3)-year term.
- Terms of members shall be staggered in three (3) year terms.

Council may elect two (2) Director. - Economic Development

Director Dennis reviewed the background and summary of the Urban Redevelopment Agency Board appointments with the Council and presented her recommendations for the applicants. This matter will be discussed further during Executive Session.

6. **Council Discussion of the Public Arts Review Board Appointments**

Background/Summary:

At the January 20, 2026, City Council meeting, staff requested consideration of appointments to the Public Arts Review Board following adoption of the enabling ordinance. On February 3, 2025, City Council approved a text amendment to Title 8 of the City of Forest Park Code of Ordinances establishing the Public Arts Review Board (PARB) to administer the City's public art program and oversee the review and approval of public art installations throughout the City. Pursuant to Sections 8-8-169 through 8-8-171 of the Code of Ordinances, the Board is responsible for reviewing proposed Public Art Displays to ensure compliance with adopted guidelines and consistency with the City's aesthetic and cultural values.

The Board consists of five (5) members representing the Downtown Development Authority, Arts Clayton, Inc., local artists, and the Forest Park community. Members must be City residents, at least eighteen (18) years of age, and serve two-year terms. This agenda item advances implementation of the Public Arts Review Board by bringing forward appointments for City Council consideration.

Public Arts Review Board – Appointments The following five (5) positions are presented for Council appointment: **1.** DDA Representative, TBA **2.** Kaysie Lazzaro, Executive Director Arts Clayton (Arts Clayton, Inc. Representative) **3.** Courtney Hurst, Exhibition Coordinator, Gallery Supervisor (Local Artist) **4.** Annika Jones, Artist (Local Artist) **5.** Ann Keith, Forest Park Resident, Chair of Beautification Committee (Forest Park Community Member) - Planning and Community Development

The Interim Director Savaughn Irons-Kumassah reviewed the background and history of the Public Arts Review Board appointments with the Council and presented her recommendations for the applicants.

7. Council Discussion of a Resolution to Establish the Development Impact Fee Advisory Committee and Appoint members thereto

Background/Summary:

The Georgia Development Impact Fee Act, O.C.G.A. § 36-71-1 *et seq.*, requires a municipality to establish a Development Impact Fee Advisory Committee prior to the adoption of any development impact fee ordinance. This resolution establishes a Development Impact Fee Advisory Committee in compliance with state law and appoints initial members to serve on the Committee. The Committee will serve in an advisory capacity to assist and advise the Mayor and City Council regarding any future consideration of a development impact fee ordinance and associated fee schedule. Committee action is advisory only and is not a prerequisite to City Council action.

Adoption of this resolution represents a procedural step necessary to ensure compliance with state law and to support potential future Council consideration of a Development Impact Fee Program.

- Planning and Community Development

The Interim Director Savaughn Irons-Kumassah reviewed the resolution to establish the development with the Council.

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)

Councilmember Gunn made a motion to enter into Executive Session to discuss personnel, litigation, and real estate matters. The motion was seconded by Councilmember James and approved unanimously. The Mayor and Council entered into Executive Session @ 6:30 pm Councilmember Akins-Wells made a motion to exit the executive session @ 7:00 pm and reconvene the work session meeting, seconded by Councilmember James. The vote was unanimously approved.

IX. ADJOURNMENT

Councilmember James made a motion to adjourn the work session meeting, seconded by Councilmember Gunn. The vote was unanimously approved. The meeting adjourned at 7:00 pm

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.