



CITY OF
FORESTPARK

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

Monday, March 16, 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 Delores A. Gunn
The Honorable Hector Gutierrez The Honorable Latresa Akins-Wells
The Honorable Allan Mears
Latosha Clemons, Interim City Manager
Vanessa Holiday, 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. **Council Discussion of 2nd Annual Renewal for Sound Equipment Services with Digital World Live - Recreation and Leisure**

Background/History:

The Recreation and Leisure Services Department requests to execute its 2nd and final annual renewal option for the sound equipment services contract with Digital World Live under the same prices, terms, and conditions. This vendor will continue to provide sound equipment and technician services for 15 city events. These events include (4 Fun Fridays, Forest Park Day, Hispanic Heritage Celebration, 3 Ultimate Tailgate Experiences, Fall Festival, Summer Soul Fest, and any other festival that are planned by the Recreation and Leisure Services Department).

ANNUAL TOTAL: \$77,850.00 – General Operation Fund: 100-41-6190-53-1118

2. **Council Discussion of 1st Annual Renewal for On-Call Electrical Services and Repair with Mr. Dee's Electric Service, LLC, Shalom Visionary Strategies, and Capital City Electrical Services, LLC - Public Works**

Background/History:

The Public Works Department is looking to execute its 1st annual renewal option with three (3) electrical firms for an as-needed electrical services and repairs for City-owned facilities. The specific scope of work will be negotiated and assigned by Task Order(s) amongst the following contractors: .Dee's Electric Service, LLC; Shalom Visionary Strategies; and Capital City Electrical Services, LLC

3. **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.

VI. **NEW BUSINESS**

4. **Council Discussion of Special Facility Usage Request - Kiwanis Stadium - Recreation and Leisure**

Background/History:

The Georgia Mass Band has rented the football stadium every Thursday and Friday from 5:30p-8:30p between the months of May and July since 2024. The Georgia Mass Band was founded in 2016.

5. **Council Discussion of Special Facility Usage Request - Recreation Center Gymnasium - Recreation and Leisure**

Background/History:

The United Way of Greater Atlanta is looking to host a Maternal Health Expo that will feature different types of educational vendors. This event is free to participate and free to attend. This expo will serve as a vital community hub where families can access resources and a supportive network dedicated to ensuring every mother and birthing person thrives.

6. **Council Discussion of Special Facility Usage Request - 696 Main Street (Leonard Hartsfied Sr Community Center) - Recreation and Leisure**

Background/History:

District 1 Commissioner Ms. Reaves would like to use the 696 Main Street facility to host a district meeting. Some of Forest Park residences are within district 1. This meeting will be held on 4/2/26 from 5:30pm-8pm.

7. **Council Discussion and Approval to enter into a new contract for Ambulance EMS Billing Collections Services with Trinity EMS Consultants - Fire/EMS**

Background/History:

Since 2022, The Fire and EMS Department has partnered with Trinity EMS Consultants (TEMS) to provide patient billing collection services. This is a revenue-generating contract, and TEMS receives 6% monthly fee of total collections. They will continue to offer a customer-based service that is easy to work with for our patients and carry out our billing for ambulance transport. Additionally, they provide training to our crews and administration on how to maximize the information gathered for ease of billing. We have had a higher return in billing collections and overall customer satisfaction with TEMS. This will be an annual contract with four (4) annual renewal options.

8. **Council Discussion and Approval of a contract with Carahsoft Technology Corp for the OpenGov System. - Finance**

Background/History:

The City of Forest Park utilizes the OpenGov system to support the centralized management of key financial, procurement, and operational functions. These functions include citywide budgeting, procurement e-solicitations, contract administration, and records management for goods, services, and project requests.

The OpenGov platform also supports public-facing services, including business license and property tax processing, and provides asset management capabilities used daily by multiple departments. The system helps ensure fiscal accountability, operational efficiency, and compliance with applicable policies and reporting requirements.

Continued access to system maintenance, technical support, and software updates is essential to support the operations of the Finance Department, the Procurement Division, and all user departments that rely on the platform for daily activities.

The Finance Department is requesting approval to piggyback on NASPO Cooperative Contract No. AR2472 with Carahsoft Technology Corp. This contract was competitively solicited and awarded in accordance with procurement standards. Approval of this item will allow the City to continue these services without disruption to the collection of business licenses, property taxes, and other critical financial and operational services.

9. **Council Discussion of FY2025/2026 General Fund Budget Amendment - Finance**

Background/History:

Agenda Item – Budget Amendments (Finance Department)

The Finance Department respectfully submits the following budget amendment for Council consideration. These adjustments are part of the Department's proactive financial

management practices and quarterly budget review process, which ensure accurate reporting, compliance with adopted budgetary standards, and alignment of departmental appropriations with actual operational activity.

The proposed amendment reflects responsible financial stewardship and supports the City's continued commitment to maintaining fiscal stability through regular monitoring, forecasting, and timely budget adjustments.

Background / Discussion

As part of its ongoing fiscal oversight responsibilities, the Finance Department conducts quarterly reviews of departmental revenues and expenditures. This process ensures financial activity remains consistent with approved appropriations, operational priorities, and established internal controls.

These reviews allow for:

- Timely identification of variances between budgeted and actual activity
- Realignment of appropriations to reflect operational needs
- Compliance with budgetary and accounting standards
- Transparent and accurate financial reporting

The amendment presented is routine in nature and does not increase the overall adopted budget. Rather, it reallocates existing funds to better align with current spending patterns and projected needs through fiscal year-end.

The adjustment is supported by surplus revenue of **\$437,780** and ensures that departmental budgets remain properly aligned with operational activity while preserving overall fiscal integrity. The change of amendment is **\$43,825,857 to \$44,263,641**.

VII. OLD BUSINESS

VIII. EXECUTIVE SESSION

Personnel, Litigation, Real Estate or CyberSecurity: OCGA is §50-14-1

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.