



CITY OF
FORESTPARK

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

Monday, May 18, 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
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. OLD BUSINESS

1. **Council Consideration to approve a policy governing security details for elected officials from the city's police department. - Attorney**

Background/History:

The request is to adopt a policy governing security details for elected officials from the city's police department.

V. NEW BUSINESS

2. **Council Consideration to approve a Resolution requiring all city-owned vehicles to have official City of Forest Park decals installed upon receipt. - Legislative**

Background/History:

Fleet Department to have city-owned vehicles installed with official City of Forest Park decals.

VI. EXECUTIVE SESSION - Personnel, Litigation, Real Estate or Cyber Security OCGA § 50-14-1

VII. 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.



City of Forest Park City Council
Agenda Item Summary
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Agenda Item #
IV1

CITY OF
FORESTPARK

Requested By Danielle Matricardi, City Attorney	Sponsor(s)
Department Attorney	

Requested Action Ordinance (without public hearing)
Requirement for Board Action
Summary & Background The request is to adopt a policy governing security details for elected officials from the city's police department.
Fiscal Impact
Exhibits Attached 2026- FP Res (Security Personnel Policy)
Staff Recommendation

STATE OF GEORGIA
COUNTY OF CLAYTON

RESOLUTION NO. 2026-_____

A RESOLUTION BY MAYOR GWEN ELLISON AND CITY COUNCILMEMBERS KIMBERLY JAMES, DELORES A. GUNN, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS OF THE CITY OF FOREST PARK, GEORGIA ADOPTING A POLICY GOVERNING SECURITY DETAILS FOR ELECTED OFFICIALS FROM THE CITY'S POLICE DEPARTMENT.

WHEREAS, the City of Forest Park, Georgia ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof; and

WHEREAS, the governing body has a responsibility to protect the safety of elected officials while ensuring transparency, accountability, and responsible stewardship of public resources; and

WHEREAS, the City recognizes the need for clear, objective, and uniform standards governing the authorization, duration, oversight, and termination of security details provided to elected officials; and

WHEREAS, the City desires to establish the Policy Governing Security Details for Elected Officials ("Policy"), attached as **Exhibit A**, that balances public safety considerations with fiscal responsibility and equitable treatment of elected officials; and

WHEREAS, the City Council finds that adoption of the Policy in the best interests of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Forest Park, Georgia, as follows:

Section 1. Approval. The Policy Governing Security Details for Elected Officials, attached hereto as Exhibit A, as presented to the Mayor and Council on January 5, 2026, is hereby approved and adopted. This Policy shall be codified in the Police Department's Standard Operating Procedures (SOPs) in a manner consistent with the standard numbering and organization of said SOPs.

Section 2. Public Record. This document shall be maintained as a public record by the City Clerk ("Clerk") and shall be accessible to the public during all normal business hours of the City.

Section 3. Authorization of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

Section 4. Attestation. The Clerk is authorized to execute, attest to, and seal any documents necessary to effectuate this Resolution, subject to approval as to form by the City Attorney.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

SO RESOLVED this ____ day of _____ 2026.

CITY OF FOREST PARK, GEORGIA

Gwen Ellison, *Mayor*

ATTEST:

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney

EXHIBIT A

CITY OF FOREST PARK, GEORGIA POLICY GOVERNING SECURITY DETAILS FOR ELECTED OFFICIALS

I. PURPOSE

The purpose of this Policy Governing Security Details for Elected Officials (“Policy”) is to establish clear, objective, and uniform standards governing the authorization, duration, and oversight of security details provided to elected officials of the City of Forest Park, Georgia (“City”). This Policy is intended to balance the safety of elected officials with the City’s responsibility to ensure fiscal accountability, transparency, and equitable use of public resources.

II. SCOPE AND APPLICABILITY

This Policy applies solely and exclusively to elected officials of the City, including the Mayor and members of the City Council. This Policy does not apply to City employees, appointed officials, staff, contractors, or private individuals, except where otherwise required by law or governed by a separate written policy or directive.

III. AUTHORITY

The Chief of Police of the City (“Chief”) is authorized to implement and administer this Policy and to assign security details in accordance with its terms. Nothing in this Policy shall be construed to limit the Chief’s authority to respond immediately to emergencies or imminent threats to public safety consistent with law enforcement responsibilities.

IV. DEFINITIONS

For purposes of this Policy:

A “*credible threat*” means a threat that is specific, articulable, and verified through law enforcement investigation, intelligence, or reliable evidence, as determined by the Chief or the Chief’s designee, and that presents a reasonable likelihood of harm to an elected official. A credible threat does not include generalized fear, unsubstantiated concerns, political disagreement, public criticism, or perceived threats that are not supported by verified information.

A “*security detail*” means the assignment of one or more sworn law enforcement officers to provide protective services to an elected official, which may include residential security, escort services, or continuous protection, as deemed appropriate by the Chief or the Chief’s designee based upon the nature and severity of the verified threat.

V. AUTHORIZATION OF SECURITY DETAILS

When a credible, verified threat exists, the Chief may authorize a security detail for an elected official for a period not to exceed thirty (30) consecutive days. The determination to

authorize a security detail shall be based on a documented threat assessment and shall be proportional to the nature, severity, and duration of the threat. Security details shall not be assigned based solely on perceived threats, public controversy, political activity, or personal preference.

VI. EXTENSION OF SECURITY DETAILS

Any security detail extending beyond thirty (30) days shall require approval by a majority vote of the City Council. Any such approval shall specify a defined end date or a required review period at which the continued need for the security detail will be reconsidered. The Police Department shall provide sufficient information to support the continued existence of a credible threat, subject to applicable confidentiality and investigative limitations.

VII. TERMINATION OF SECURITY DETAILS

A security detail shall be discontinued when the credible threat no longer exists, when the authorized period expires without renewal, or when the City Council declines to approve an extension. Security details are intended to be temporary protective measures and shall not continue indefinitely in the absence of verified justification.

VIII. LIMITATIONS AND COST RESPONSIBILITY

If the need for a security detail arises from criminal activity, illegal conduct, or personal actions of an elected official that are unrelated to official City business, the City may determine, to the extent permitted by law, that the elected official shall be responsible for all or a portion of the costs associated with the security detail. Nothing in this Policy shall be construed to create a vested right to personal security protection at public expense.

IX. INVESTIGATIONS AND CONFIDENTIALITY

Any active investigations related to threats, criminal trespass, criminal damage to property, or other security-related incidents shall be conducted in accordance with applicable law. Information related to such investigations may be withheld as necessary to protect investigative integrity, officer safety, and public safety.

X. POLICY REVIEW

This Policy shall be reviewed periodically by the Chief in coordination with the City Attorney to ensure consistency with best practices, applicable law, and the City's fiscal responsibilities.

XI. EFFECTIVE DATE

This Policy shall become effective upon adoption via resolution by the City Council of the City.



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CITY OF
FORESTPARK

Requested By LEGISLATIVE OFFICE	Sponsor(s)
Department Legislative	

Requested Action Resolution
Requirement for Board Action
Summary & Background Fleet Department to have city-owned vehicles installed with official City of Forest Park decals.
Fiscal Impact
Exhibits Attached 2026-5-14 - Hampton Res (Decals)
Staff Recommendation

**STATE OF GEORGIA
CITY OF FOREST PARK**

RESOLUTION NO. 2026-_____

A RESOLUTION BY MAYOR GWENDOLYN ELLISON AND COUNCILMEMBERS KIMBERLY JAMES, DELORES A. GUNN, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS OF THE CITY OF FOREST PARK, GEORGIA APPROVING ALL CITY-OWNED VEHICLES TO DISPLAY OFFICIAL CITY OF FOREST PARK DECALS.

WHEREAS, the City of Forest Park, Georgia (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof; and

WHEREAS, the City owns and operates a fleet of vehicles used by various departments in the performance of governmental services; and

WHEREAS, clearly identifying City-owned vehicles promotes transparency, accountability, and public recognition of municipal operations; and

WHEREAS, the Mayor and Council find that the installation of official City of Forest Park decals on all City-owned fleet vehicles is in the best interests of the public health, safety, and welfare of the citizens of the City.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Forest Park, Georgia, as follows:

Section 1. Approval. All vehicles owned, leased, or otherwise operated by the City of Forest Park shall display official City of Forest Park decals or markings approved by the City Manager.

Section 2. Administration and Compliance. The Public Works Department, under the direction of the City Manager, shall be responsible for coordinating the procurement, installation, replacement, and maintenance of all required decals. Each department utilizing City-owned vehicles shall cooperate with the Public Works Department to ensure all applicable vehicles are brought into compliance with this Resolution within a reasonable period established by the City Manager.

Section 3. Exceptions. The City Manager may authorize exceptions to this Resolution for law enforcement vehicles, undercover vehicles, or other vehicles for which identification would compromise public safety, security, or operational effectiveness.

Section 4. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City.

Section 5. Authorization of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

Section 6. Attestation. The Clerk is authorized to execute, attest to, and seal any documents necessary to effectuate this Resolution, subject to approval as to form by the City Attorney.

Section 7. Effective Date. This Resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

SO RESOLVED this 18th day of May, 2026.

CITY OF FOREST PARK, GEORGIA

Dr. Gwendolyn Ellison, *Mayor*

ATTEST:

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney