



CITY OF  
**FORESTPARK**

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

Monday, June 1, 2026 at 6:00 PM  
Forest Park City Hall | Council Chambers  
745 Forest Parkway, Forest Park, GA 30297

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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**

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. NEW BUSINESS**

1. **Council Consideration to approve a Mental Health Awareness Policy.** - Legislative

**Background/History:**

Mental Health Awareness Policy at no additional cost to the city, similar to the Volunteer Day Policy.

**V. PUBLIC HEARING - COMMENTS WILL BE HEARD DURING THE REGULAR SESSION MEETING**

2. **Council Consideration to approve a proposed Urban Redevelopment Plan pursuant to the Urban Redevelopment Law, O.C.G.A. § 36-62.1** - Economic Development

**Background/History:**

URA Boundary Expansion

3. **First Reading of the FY26-27 Operating Budget and Capital Improvement Plan** - Finance

**Background/History:**

FY2026-2027 Proposed Operating Budget and Capital Improvement Plan

**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**  
June 1, 2026

Agenda Item #  
IV1

CITY OF  
**FORESTPARK**

<b>Requested By</b> Shalonda Brown, Human Resource Director	<b>Sponsor(s)</b> Delores Gunn, Councilmember
<b>Department</b> Legislative	

<b>Requested Action</b> Resolution
<b>Requirement for Board Action</b>
<b>Summary &amp; Background</b> Mental Health Awareness Policy at no additional cost to the city, similar to the Volunteer Day Policy.
<b>Fiscal Impact</b>
<b>Exhibits Attached</b> 2026-6-1 - FP Res (Mental Health Leave)[41]
<b>Staff Recommendation</b>

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 ADOPTING A MENTAL HEALTH LEAVE POLICY FOR ELIGIBLE REGULAR, FULL-TIME EMPLOYEES.**

**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 Mayor and Council recognize that mental and emotional wellness are essential to employee health, productivity, job satisfaction, and the effective delivery of municipal services; and

**WHEREAS**, the Mayor and Council desire to provide eligible full-time employees with dedicated paid leave to address stress, burnout, emotional fatigue, and other mental health needs; and

**WHEREAS**, the Mayor and Council find that adoption of a Mental Health Leave Policy, attached hereto as Exhibit A, shall promote employee wellness, improve morale and retention, and support the City’s continued ability to provide effective public services.

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

**Section 1. Adoption and Incorporation.** The Mental Health Leave Policy attached hereto as Exhibit A is hereby adopted and shall go into effect on July 1, 2026.

**Section 2. Administration.** The City Manager and the Human Resources Department are hereby authorized and directed to implement, administer, interpret, and enforce the Mental Health Leave Policy and to establish such forms, procedures, and administrative guidelines as may be necessary to carry out its purposes.

**Section 3. Budgetary and Operational Authority.** Implementation of the Mental Health Leave Policy shall be subject to annual budget appropriations and the operational needs of the City. Nothing herein shall be construed to require the expenditure of funds not otherwise appropriated by the Mayor and Council.

**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 1st day of June, 2026.

**CITY OF FOREST PARK, GEORGIA**

\_\_\_\_\_  
Dr. Gwendolyn Ellison, *Mayor*

**ATTEST:**

\_\_\_\_\_  
*City Clerk* (SEAL)

**APPROVED AS TO FORM:**

\_\_\_\_\_  
*City Attorney*

**EXHIBIT A**

**CITY OF FOREST PARK, GEORGIA  
MENTAL HEALTH LEAVE POLICY**

**I. Purpose and Intent.**

The City of Forest Park, Georgia (“City”) recognizes that mental and emotional wellness are essential to employee health, productivity, job satisfaction, and the effective delivery of municipal services. The purpose of this Mental Health Leave Policy (“Policy”) is to provide eligible employees with dedicated paid leave to address stress, burnout, emotional fatigue, and other mental health needs. This Policy is intended to encourage employees to proactively care for their mental and emotional well-being, reduce workplace stress and burnout, promote a supportive and healthy workplace culture, improve employee morale, retention, and job satisfaction, and reinforce the City’s commitment to the overall wellness of its workforce.

**II. Eligibility.**

This Policy applies to all regular full-time employees of the City that are not on probation or suspended. Employees shall become eligible to use Mental Health Leave upon completion of three (3) months of continuous full-time employment.

**III. Benefit Allocation.**

Eligible employees shall receive three (3) paid Mental Health Days during each calendar year. The number of hours credited shall correspond to the employee’s regularly scheduled workday as follows:

General Employees	24 hours total per calendar year
Police Personnel	37.5 hours total per calendar year
Fire Personnel	72 hours total per calendar year

Mental Health Leave shall be credited annually and shall not accrue on a prorated basis unless otherwise determined by the Human Resources Department.

**IV. Permissible Use.**

Mental Health Leave may be used for purposes including, but not limited to, rest and recovery from stress or burnout, emotional and psychological wellness, mental health counseling or therapy appointments, preventative mental health care, and other activities reasonably related to the employee’s mental and emotional well-being. Employees shall not be required to disclose confidential medical details as a condition of using Mental Health Leave.

## **V. Usage Requirements and Non-Accumulation.**

Employees are encouraged to utilize the benefit periodically throughout the year, including one (1) day per calendar quarter when feasible. Mental Health Leave must be used in full-day increments and may not be subdivided into partial-day absences unless expressly approved by the Human Resources Director. Employees must request Mental Health Leave in advance in accordance with standard leave request procedures and such leave shall be subject to supervisor approval based upon staffing and operational needs.

Mental Health Leave may not be used: (i) in conjunction with sick leave, vacation leave, personal leave, or bereavement leave; (ii) immediately before or after a City-observed holiday without departmental approval; or (iii) in any manner inconsistent with departmental operational requirements.

Mental Health Leave is provided on a “use-it-or-lose-it” basis. Unused Mental Health Leave shall not carry over into any subsequent calendar year. Unused Mental Health Leave shall not be converted to cash, compensatory time, or any other form of compensation. Unused Mental Health Leave shall not be paid out upon separation from employment for any reason.

## **VI. Coordination with Other Leave Laws.**

Nothing in this Policy shall diminish or alter any rights afforded to employees under applicable federal or state law, including the Family and Medical Leave Act (FMLA), the Americans with Disabilities Act (ADA), workers’ compensation laws, or other applicable leave laws.

## **VII. Administration and Interpretation.**

The City Manager and Human Resources Director are authorized to: (i) develop forms, procedures, and administrative guidelines necessary to implement this Policy; (ii) interpret and apply the provisions of this Policy; (iii) maintain records regarding usage of Mental Health Leave; and (iv) resolve questions concerning eligibility and administration.

## **VIII. Fiscal and Operational Authority.**

Implementation of this Policy shall be subject to annual budget appropriations and the City’s operational requirements. Department directors shall make reasonable efforts to accommodate employee requests while maintaining continuity of municipal services.

## **IX. No Contractual Right.**

This Policy does not create a contract of employment or guarantee continued employment. The City reserves the right to amend, suspend, or repeal this Policy at any time by action of the Mayor and Council.

**SO ADOPTED** this 1st day of June, 2026.

**CITY OF FOREST PARK, GEORGIA**

\_\_\_\_\_  
Dr. Gwendolyn Ellison, *Mayor*

**ATTEST:**

\_\_\_\_\_ (SEAL)  
*City Clerk*

**APPROVED AS TO FORM:**

\_\_\_\_\_  
*City Attorney*

## PUBLIC NOTICE

### CITY OF FOREST PARK, GEORGIA NOTICE OF PUBLIC HEARING URBAN REDEVELOPMENT PLAN

Notice is hereby given that the Mayor and City Council of the City of Forest Park, Georgia (the “City”), will hold a public hearing on a proposed Urban Redevelopment Plan (the “Plan”) pursuant to the Urban Redevelopment Law, O.C.G.A. § 36-61-1 *et seq.*, **during the City Council’s regular meeting session commencing at 7:00 p.m. on Monday, June 1, 2026, at Forest Park City Hall, located at 745 Forest Parkway, Forest Park, Georgia 30297.**

The proposed Plan relates to a defined area within the City, consisting generally of a series of contiguous and non-contiguous commercial, industrial, and transitional properties located along and adjacent to the Jonesboro Road / Forest Parkway corridor and extending east–west along portions of the City’s historic industrial and rail corridor near Interstate 285.

The urban redevelopment area includes, without limitation, properties located in the vicinity of Forest Parkway (U.S. Highway 41), Jonesboro Road, and surrounding connecting streets, including areas near Forest Park City Hall, Starr Park, and certain industrial and logistics facilities east of the City’s downtown core. The redevelopment area further encompasses several identified subareas consisting primarily of underutilized commercial parcels, legacy industrial sites, and properties exhibiting conditions of disinvestment, vacancy, or obsolescence, as depicted on the Urban Redevelopment Area Map included in the proposed Plan.

The boundaries of the urban redevelopment area are shown on the map attached to and incorporated into the proposed Plan, which is on file with the City Clerk and available for public inspection at Forest Park City Hall during normal business hours.

The proposed Plan outlines the general scope of the City’s urban redevelopment efforts, including redevelopment goals and objectives, proposed land uses, infrastructure and site improvements, and strategies intended to encourage rehabilitation and redevelopment of the area by private enterprise, all as authorized under the Urban Redevelopment Law.

At the public hearing, all interested persons shall be afforded an opportunity to be heard regarding the proposed Plan. No action on the proposed resolutions will be taken at the June 1, 2026 public hearing. Following the public hearing, the Mayor and City Council may consider adoption of resolutions designating the redevelopment area as a pocket of blight and approving the Plan at a subsequent City Council meeting.

This notice is published in accordance with O.C.G.A. § 36-61-7(c).