



CITY OF
FORESTPARK

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

Monday, June 15, 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

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. **REQUEST FOR ITEM TO BE PLACED ON THE CONSENT AGENDA DURING THE REGULAR SESSION MEETING**
 1. **Council Approval to extend the contract term for six (6) months with Hatley Plans, LLC for Impact Fee Study: Planning & Community Development Department - Planning and Community Development**
Background/History:

The City is currently conducting a comprehensive development impact fee study in accordance with the Georgia Development Impact Fee Act of 1990. The purpose of the study is to ensure that future growth and development contribute proportionately to the capital improvements and public infrastructure necessary to support the City. The study will assess current development trends, projected population growth, infrastructure capacity, and long-term capital improvement needs to determine appropriate and equitable impact fee calculations. The study will evaluate and recommend updated fee schedules, expanded eligible uses of impact fee funds, enhanced administrative procedures, and improved transparency measures for the following service areas and departments: Parks, Recreation, and Open Space; Roads, Streets and Bridges; Planning and Development; Police and Fire/EMS Services; and any additional public facilities or services identified by the consultant as qualifying under the Georgia Development Impact Fee Act.

The Planning & Community Development Department (PCD), in partnership with Hatley Plans, LLC, (The Consultant), has been working collaboratively to complete the study and ensure compliance with all statutory requirements established by the State of Georgia. The City established an Impact Fee Advisory Committee, which has been formally approved by the Mayor and Council to provide guidance, public input, and recommendations throughout the study process. Additional time is necessary to complete data collection, capital improvement planning analysis, and advisory committee review activities. The extension will allow sufficient time for the Consultant and Advisory Committee to finalize the technical analysis, conduct remaining meetings and public engagement efforts, and prepare the final recommendations and implementation strategy for presentation to the Mayor and Council. The requested contract amendment is for a time extension only and does not increase the original contract amount.

Contract Time Extension ONLY through December 31, 2026

V. PRESENTATION

- 2. Presentation: HomeANCHOR - Clayton: Housing Resource Initiative (Leadership Clayton Class of 2026 – Group III).** - Planning and Community Development

Background/History:

Leadership Clayton Class of 2026 – Group III is presenting **HomeANCHOR – Clayton: A New Connection to Housing Opportunities and Resources**, a community-based initiative designed to improve awareness, accessibility, and navigation of housing-related resources available to residents throughout Clayton County.

The project was developed in response to housing instability challenges impacting local communities, including housing affordability concerns, eviction trends, homelessness, and barriers residents often encounter when attempting to locate and access available support services. Through research and community engagement, the group identified a need for a centralized resource platform that helps residents navigate available housing-related programs and connect with organizations equipped to provide assistance.

This presentation will provide an overview of the project, identified community needs and resource gaps, and opportunities for partnership and community engagement. The group also looks forward to exploring how the City of Forest Park can collaborate in increasing awareness of available housing resources, strengthening connections between residents and support services, and serving as a potential community partner in advancing the initiative.

- 3. Presentation: Fresh Hope: Lather & Load Initiative (Leadership Clayton Class of 2026 – Group II)** - Planning and Community Development

Background/History:

Group II of the Leadership Clayton Class of 2026 will provide a presentation on **Fresh Hope: Lather & Load**, a community outreach initiative designed to restore dignity and improve quality of life for individuals experiencing homelessness and other vulnerable populations through access to mobile shower facilities, laundry services, hygiene resources, and supportive services. The initiative seeks to address immediate unmet needs while connecting participants to available community resources and long-term support systems. As part of the project, the group is planning pilot "**Fresh Hope Days**" in Clayton County to demonstrate the concept, build community partnerships, and encourage support from local governments, nonprofits, businesses, and other stakeholders. The presentation will provide an overview of the initiative, its anticipated community impact, and opportunities for collaboration within the City of Forest Park.

VI. OLD BUSINESS

4. Council Discussion on Cemetery Maintenance: Consideration of Service Reallocation Options - Public Works

Background/History:

We are bringing this back to the table to assess if the Council has made a decision on whether to continue with the maintenance of these three cemeteries. If so, we would like to discontinue the month-to-month payment and put this contract out to bid with a set limited term and a more specific scope of work and expectations.

VII. PUBLIC HEARING - COMMENTS WILL BE HEARD FOLLOWING THE PRESENTATION DURING THE REGULAR SESSION MEETING

5. 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: Staff is requesting that the City Council review and approve the proposed expansion of the Urban Redevelopment Area (URA) boundaries. Approval of the expanded URA boundaries will provide the City and Urban Redevelopment Agency with a framework to address blighted and underutilized properties, pursue catalytic redevelopment opportunities, support corridor revitalization along Forest Parkway and Jonesboro Road, and advance future economic development and redevelopment initiatives within the City of Forest Park.

Background/History:

To promote revitalization and sustainable economic growth, the City of Forest Park's Urban Redevelopment Agency (URA) engaged TSW to prepare a strategic plan for the City's Urban Redevelopment Area. The planning process began with an evaluation of the existing URA boundaries and included recommendations for expansion informed by development pattern analysis and URA staff input. Within the expanded study area, four potential sites were identified as candidates for future redevelopment. Following a comprehensive review, the URA and TSW collaboratively selected one site for detailed concept planning to establish a clear and actionable vision for catalytic development.

During the planning process, the consultant team (TSW) met with City staff in January for an initial consultation to outline the project scope and schedule, which spans from January through the end of 2025.

Sources of data and information used in preparing this plan included: Forest Park and Clayton County GIS data; Clayton County Board of Assessors records; Field observations; Input from URA members and City staff.

The existing Urban Redevelopment Area (URA) in Forest Park is centered along Forest Parkway, extending from Old Dixie Road (US 41) to Ash Street. It encompasses the downtown area between Forest Parkway and Main Street/ Hill Street to the north, as well as the City Hall blocks and Starr Park to the south. In total, the existing URA covers approximately 122 acres.

To address blighted properties and support revitalization more effectively along the Jonesboro Road corridor—a major commercial spine within the City—the URA initiated an evaluation of potential boundary expansions. This process began with a windshield survey and mapping analysis to assess current development patterns and land uses along both the Forest Parkway and Jonesboro Road corridors. Blighted properties were identified by City staff and the consultant team and mapped within the context of these two primary corridors.

The expanded area encompasses properties fronting Forest Parkway and Main Street—from the City’s western limits to Jonesboro Road—and includes commercial parcels along Jonesboro Road extending north to the City limits. In total, the expanded URA area covers approximately 512 acres.

6. **Second Reading of the FY26-27 Operating Budget and Capital Improvement Plan.** - Finance

Background/History:

FY2026-2027 Proposed Operating Budget and Capital Improvement Plan. FY2026-2027 Proposed Operating Budget and Capital Improvement Plan. The Proposed Funded dollar amount of the FY26-27 Budget is \$46,439,729.00. The budget meticulously allocates resources across various city priorities and programs. These allocations are made with the intent to enhance public safety, improve infrastructure, promote economic development, and provide essential services. From maintaining our parks and recreational facilities to supporting educational programs and ensuring the upkeep of our streets and utilities, the budget is designed to meet the diverse needs of our community.

VIII. **NEW BUSINESS**

7. **Council Consideration to adopt an Ordinance to approve the FY2026-2027 Operating Budget and Capital Improvement Plan.** - Finance

8. **Council Consideration to approve FY2025/2026 General Fund Budget Amendment #5** - 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.

This budget amendment reflects a **\$1,427,294.93 increase in General Fund appropriations**. This Budget Amendment updates departmental appropriations by reallocating funds from different departments instead of using revenue projections to reflect actual operating conditions and fiscal performance. The Budget Amendment will reflect a slight change to the total amount of **\$44,263,641 to \$44,238,651**.

9. **Council Discussion and Approval to enter into a contract with DAF Concrete, Inc. for Asphalt Patching Services: Public Works Department** - Public Works

Background/History:

The Public Works Department has identified approximately twenty (20) roads throughout the City requiring asphalt patching and roadway surface repairs to improve roadway conditions, enhance public safety, and extend the useful life of the City’s transportation infrastructure for residents, businesses, and visitors throughout the community. The proposed asphalt patching services will address deteriorated pavement conditions, including potholes, surface failures, uneven pavement areas, and damaged roadway sections that have resulted from normal wear and tear, weather conditions, and increased

traffic usage.

The Procurement Division issued Solicitation No. 2026-RFB-023 for Asphalt Patching Services. The scope of work includes providing all labor, equipment, materials, traffic control, hauling, disposal, and all incidental items necessary to complete patching and roadway repairs at various locations throughout the City of Forest Part. A total of five (5) bids were received and evaluated for responsiveness, responsibility, qualifications, pricing, and compliance with the solicitation requirements. Based on the evaluation results, Procurement, in collaboration with the Public Works Department, recommends an award to the lowest, responsive, and responsible bidder:

DAF Concrete Inc., 9160 Turner Road, Jonesboro, GA 30236

Total Amount: \$121,090.00 – LMIG Fund

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

X. 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.



Title of Agenda Item: Council Approval to extend the contract term for six (6) months with Hatley Plans, LLC for Impact Fee Study: Planning & Community Development Department

Submitted By: Procurement

Date Submitted: 06-5-2026

Work Session Date: 06-15-2026

Council Meeting Date: 06-15-2026

Background/History:

The City is currently conducting a comprehensive development impact fee study in accordance with the Georgia Development Impact Fee Act of 1990. The purpose of the study is to ensure that future growth and development contribute proportionately to the capital improvements and public infrastructure necessary to support the City. The study will assess current development trends, projected population growth, infrastructure capacity, and long-term capital improvement needs to determine appropriate and equitable impact fee calculations. The study will evaluate and recommend updated fee schedules, expanded eligible uses of impact fee funds, enhanced administrative procedures, and improved transparency measures for the following service areas and departments: Parks, Recreation, and Open Space; Roads, Streets and Bridges; Planning and Development; Police and Fire/EMS Services; and any additional public facilities or services identified by the consultant as qualifying under the Georgia Development Impact Fee Act.

The Planning & Community Development Department (PCD) in partnership with Hatley Plans, LLC, (The Consultant) has been working collaboratively to complete the study and ensure compliance with all statutory requirements established by the State of Georgia. The City established an Impact Fee Advisory Committee, which has been formally approved by Mayor and Council to provide guidance, public input, and recommendations throughout the study process. Additional time is necessary to complete data collection, capital improvement planning analysis, and advisory committee review activities. The extension will allow sufficient time for the Consultant and Advisory Committee to finalize the technical analysis, conduct remaining meetings and public engagement efforts, and prepare the final recommendations and implementation strategy for presentation to Mayor and Council. The requested contract amendment is for a time extension only and does not increase the original contract amount.

Contract Time Extension ONLY through December 31, 2026

Action Requested from Council: Approval of extending the contract term for six (6) months with Hatley Plans, LLC for Impact Fee Study

Cost: \$

Budgeted for: Yes No

Financial Impact:

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made and entered into this 1st day of May, 2025 (“Effective Date”) by and between the **CITY OF FOREST PARK, GEORGIA** (“City”) and **HATLEY PLANS LLC** (“Contractor”).

WHEREAS, the City desires to engage Contractor, and Contractor agrees to render certain technical advice and professional services to the City pursuant to the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual terms, conditions and covenants set forth herein, the parties hereto agree as follows:

1. **SERVICES.** Contractor agrees to provide professional services for 2024-RFP-004 Impact Fee Study to the City as detailed in **Exhibit A** (“**Services**”). If any services to be performed are not specifically listed in Exhibit A or herein but are reasonably necessary to accomplish the purpose of this Agreement, Contractor agrees to perform such services at the direction and approval of the City’s authorized designee. In the event of any conflict between the terms of Exhibit A and this Agreement, the terms of this Agreement shall control.
2. **COMPENSATION.** In consideration for Services, the City shall pay to Contractor a **total** fee of Ninety-Six Thousand, Five Hundred and 00/100 Dollars (\$96,500.00). This total payment shall be broken down in monthly installments during the Initial Term and Renewal Term of the Agreement. The City agrees to pay Contractor’s invoices within thirty (30) calendar days of receiving same. As the City is a local government entity and thus exempt from sales taxation, notwithstanding the terms of the proposal, Contractor acknowledges that the City shall not be responsible for payment of any sales taxes on any invoices submitted for the services provided under this Agreement.
3. **TERM.** This Agreement shall commence on the Effective Date and shall terminate absolutely without further obligation on the part of the City upon December 31, 2025 (“**Initial Term**”). Unless terminated earlier in accordance herein, this Agreement shall automatically renew upon the expiration of the Initial Term and shall terminate absolutely without further obligation on the part of the City on June 30, 2026 (“**Renewal Term**”).
4. **RELATIONSHIP OF THE PARTIES.**
 - (a) *Independent Contractors.* Nothing contained herein shall be deemed to create any relationship other than that of independent contractor between the City and Contractor. This Agreement shall not constitute, create, or otherwise imply an employment, joint venture, partnership, agency, or similar arrangement between the City and Contractor. It is expressly agreed that Contractor is acting as an independent contractor and not as an employee in providing the Services under this Agreement.
 - (b) *Employee Benefits.* Contractor shall not be eligible for any benefit available to employees of the City including, but not limited to, workers’ compensation insurance, state disability insurance, unemployment insurance, group health and life insurance, vacation pay, sick pay, severance pay, bonus plans, pension plans, or savings plans.
 - (c) *Payroll Taxes.* No income, social security, state disability or other federal or state payroll tax will be deducted from payments made to Contractor under this Agreement. Contractor shall be responsible for all FICA, federal and state withholding taxes and workers’ compensation coverage for any individuals assigned to perform the Services for the City.

5. **WARRANTY ON SERVICES RENDERED.** The Contractor warrants its Services and workmanship shall be (i) free from defects for a period of two (2) years from the date of final acceptance; (ii) performed as stipulated in the bid/proposal documents and conform to all specifications, if applicable; (iii) performed by skilled personnel experienced in and capable of doing the kind of work assigned to them; and (iv) performed in accordance to all applicable federal, state, and local laws, regulations, rules and policies.

6. **TERMINATION FOR DEFAULT.**

- (a) The City may, subject to the provisions of subparagraph (c) below, by written notice of default to the Contractor, terminate the whole or any part of this Agreement in any one of the following circumstances; (i) if the Contractor fails to perform this Agreement within the time specified herein or any extension thereof; or (ii) if the Contractor fails to perform any of the other provisions of this Agreement, or so fails to make progress as to endanger performance of this Agreement in accordance with its terms, and does not cure such failure within a period of ten (10) calendar days after receipt of notice from the City specifying such failure.
- (b) In the event the City terminates this Agreement in whole or in part as provided in subparagraph (a) above, the City may procure, upon such terms and in such manner as the City may deem appropriate, services, similar to those so terminated, and the Contractor shall be liable to the City for any excess costs for the same, including without limitation all cost and expenses of the type specified in the "WARRANTY" paragraph of this Agreement; provided, that the Contractor shall continue the performance of this Agreement to the extent not terminated hereunder.
- (c) Except with regard to defaults of subcontractors, the Contractor shall not be liable for any excess costs if the failure to perform this Agreement arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes may include, but are not limited to, acts of God, or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, flood, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the Contractor and the subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any excess costs for failure to perform, unless the services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule. The term "subcontractor" shall mean subcontractor at any tier.
- (d) If, after notice of termination of this Agreement under the provisions of this paragraph, it is determined for any reason that the Contractor was not in default under the provisions above or that the default was excusable under the provisions of this paragraph, the rights and obligations of the parties shall be the same as if the notice of termination has been issued pursuant to the "Termination for Convenience" paragraph of this Agreement.
- (e) The rights and remedies of the City provided in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

7. **TERMINATION FOR CONVENIENCE.** The City may at any time by written notice terminate all or any part of this Agreement for the City's convenience. If this Agreement is terminated, in whole or in part, for the City's convenience, the Contractor shall be paid an amount, to be mutually agreed upon, which shall be adequate to cover the actual and reasonable cost paid by the Contractor for the actual goods and labor reasonably used by the Contractor to perform the work under this Agreement to the effective date of termination; provided that no amount shall be paid to the Contractor for (i) any anticipatory profits related to work under this Agreement not yet performed, or (ii) costs incurred due to the Contractor's failure to terminate work as ordered on the effective date of termination. In no event shall the total amount paid under the provisions of this paragraph exceed the prices set forth in this Agreement for the work terminated.
8. **DISPUTES.** Pending resolution of any dispute hereunder, the Contractor shall proceed diligently with the performance of work in accordance with the City's direction.
9. **INDEMNIFICATION.** To the fullest extent permitted by law, Contractor agrees to indemnify, defend, and hold harmless the City and its board members, directors, officers, officials, employees, agents, and legal representatives (collectively, the "**City Indemnitees**") from and against any and all liabilities, demands, losses, damages, fines, penalties, costs or expenses (including but not limited to reasonable attorney's fees and costs or fines or penalties charged by any governmental entity), incurred by any City Indemnitee as a result of or arising out of (i) the wrongful misconduct or negligence (including fraud) of Contractor or its employees, agents, and representatives in performing this Agreement; (ii) a material breach by Contractor of its covenants; or (iii) failure by Contractor or its employees, agents, and representatives to comply with all applicable federal, state, or local law, rule or regulation in connection with services provided under this Agreement. Contractor expressly understands and agrees that any bond or insurance protection required by this AGREEMENT, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City Indemnitees as provided herein. These obligations shall survive termination.
10. **RISK MANAGEMENT REQUIREMENTS.** The Contractor shall abide by the City's applicable Risk Management Requirements, attached to this Agreement as **Exhibit B** and incorporated herein by reference.
11. **STANDARD OF PERFORMANCE AND COMPLIANCE WITH APPLICABLE LAWS.**
 - (a) Contractor warrants and represents that it possesses the special skill and professional competence, expertise, and experience to undertake the obligations imposed by this Agreement.
 - (b) Contractor agrees to perform in a diligent, efficient, competent, and skillful manner commensurate with the highest standards of the profession, and to otherwise perform as is necessary to undertake the Services required by this Agreement.
 - (c) Contractor warrants and represents that it will, at all times, observe and comply with all federal, state, local and municipal laws, ordinances, rules, and regulations, relating to the provision of the Services to be provided by Contractor hereunder or which in any manner affect this Agreement.
12. **WORK ON THE CITY'S DESIGNATED PREMISES.** In the event that the Contractor, the Contractor's employees or agents or the Contractor's subcontractors enter the City's designated

premises for any reason in connection with this Agreement, the Contractor and such other parties shall observe all security requirements and all safety regulations.

13. **THE CITY'S ASSISTANCE AND COOPERATION.** During the Contractor's performance of this Agreement, the City may, but has no obligation to, aid, or cooperate with, the Contractor in activities that facilitate the proper performance and completion of this Agreement by the Contractor. Such assistance or cooperation by the City shall not be construed, and the Contractor agrees that it will not claim that any such assistance or cooperation operates, to relieve the Contractor from complete, proper, and punctual performance of all the Contractor's obligations under this Agreement.
14. **CONFLICTS OF INTEREST.** Contractor warrants and represents that:
 - (a) The Services to be performed hereunder will not create an actual or apparent conflict of interest with any other work it is currently performing;
 - (b) Contractor is not presently subject to any agreement with a competitor or with any other party that will prevent Contractor from performing in full accord with this Agreement; and
 - (c) Contractor is not subject to any statute, regulation, ordinance, or rule that will limit its ability to perform its obligations under this Agreement. The parties agree that Contractor shall be free to accept other work during the term hereof; provided, however, that such other work shall not interfere with the provision of Services hereunder.
15. **CONFIDENTIAL INFORMATION.** Contractor acknowledges that it may have access to and become acquainted with confidential information, including, but not limited to, any information the disclosure of which is limited by state or federal law. Unless approved in advance in writing or is required to be disclosed by court order, subpoena or by law, neither Contractor nor any of its employees, will disclose, transfer, distribute or allow access to any confidential information of the other party to third parties. These obligations shall survive termination.
16. **ASSIGNMENT AND SUBCONTRACTING.** The Contractor shall not assign this Agreement or any portion of this Agreement, nor shall the Contractor subcontract for goods or completed or substantially completed services purchased hereunder without the prior express written consent of the City. No assignment or subcontract by the Contractor, including any assignment or subcontract to which the City consents, shall in any way relieve the Contractor from complete and punctual performance of this Agreement, including without limitation all the Contractor's obligations under the warranty provisions of this Agreement.
17. **ATTORNEYS' FEES.** Both parties agree to pay reasonable attorneys' fees to the other party should either party be required to incur attorneys' fees in enforcing the provisions of this Agreement or in the collection of any monies herein required to be paid by the other party.
18. **GOVERNING LAW AND CONSENT TO JURISDICTION.** This Agreement is made and entered into in the State of Georgia, and this Agreement and the rights and obligations of the parties hereto shall be governed by and construed according to the laws of the State of Georgia without giving effect to the principles of conflicts of laws. The jurisdiction for resolution of any disputes arising from this Agreement shall be in the State Courts of Clayton County, Georgia.

19. **INTERPRETATION.** The Parties acknowledge that this Agreement and all the terms and conditions herein have been fully reviewed and negotiated by the Parties. Having acknowledged the foregoing, the Parties agree that any principle of construction or rule of law that provides that, in the event of any inconsistency or ambiguity, an agreement shall be construed against the drafter of the agreement shall have no application to the terms and conditions of this Agreement.

20. **NOTICES.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given when delivered personally in hand, or when mailed by certified or registered mail, return receipt requested with proper postage prepaid, addressed to the appropriate party at the following address or such other address as may be given in writing to the parties:

If to the City:

City of Forest Park, Georgia
Attn: City Manager
745 Forest Parkway
Forest Park, Georgia 30297
rrainey@forestparkga.gov

With a copy to:

Denmark Ashby LLC
Attn: City Attorney
100 Hartsfield Centre Pkwy, Ste. 400
Atlanta, Georgia 30354
ewhigham@denmarkashby.com

If to the Contractor:

Hatley Plans LLC
Attn: Paige Hatley
3715 Madison Ave. NE
Brookhaven, Georgia 30319
paige@hatleyplans.com

21. **NON-WAIVER.** The failure by either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict performance with every provision of this Agreement.

22. **SEVERABILITY.** If any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of the Agreement, which shall remain in full force and effect, and enforceable in accordance with its terms.

23. **AMENDMENTS.** Any and all modifications or changes to this Agreement must be in writing and signed by the parties to this Agreement.


24. **COUNTERPARTS.** This Agreement may be executed in multiple counterparts, each of which shall constitute the original, but all of which taken together shall constitute one and the same Agreement. PDF signatures shall constitute original signatures.

25. **ENTIRE AGREEMENT.** This Agreement, which includes the exhibits attached hereto, contains the entire agreement and understanding of the parties with respect to the subject matter hereof, and supersedes and replaces any and all prior discussions, representations and understandings, whether oral or written. In case of conflict between any term of the Contractor's Bid/Proposal and this Agreement, the terms of this Agreement shall control unless otherwise stated herein.


26. **CAPTIONS.** The captions appearing herein are for convenience of reference only and shall not affect the meaning or interpretation of this Agreement or any clause or provision hereof.
27. **CALCULATION OF TIME PERIODS.** Unless otherwise provided herein, whenever this Agreement calls for or contemplates a period of time for the performance of any term, provision, or condition of this Agreement, all of the days in such period of time shall be calculated consecutively without regard to whether any of the days falling in such period of time shall be a Saturday, Sunday, or other non-business day; provided, however, if the last day of any period of time shall happen to fall on a Saturday or Sunday or legal holiday observed by the State of Georgia, the last day shall be extended to the next succeeding business day immediately thereafter occurring.

IN WITNESS WHEREOF, said parties have hereunto set their seals on the Effective Date first written above.

CITY OF FOREST PARK, GEORGIA:

By: 
 Name: Angelyne Butler
 Title: Mayor

HATLEY PLANS LLC:

By: 
 Name: Paige Hatley
 Title: President

ATTEST:

 (SEAL)
 City Clerk

ATTEST:

 Corporate Secretary



EXHIBIT A
SCOPE OF SERVICES

PURPOSE. The City of Forest Park, Georgia (“City”) has engaged Hatley Plans LLC (“Contractor”) for the Impact Fee Study. Services shall include advice and assistance to the City of in general on impact fee matters, the preparation of an Impact Fee Methodology Report (including all impact fee calculations), preparation of a Capital Improvements Element (CIE) conforming with the Georgia Department of Community Affairs (DCA) Development Impact Fee Compliance Requirements , the preparation of a final impact fee schedule for adoption, preparation of an Impact Fee Ordinance conforming to the Georgia Development Impact Fee Act (DIFA), and assistance to staff in implementing the program. Contractor shall provide advice and assistance to the City consider the creation and amount of impact fees for the City for the following public facility categories allowed under DIFA: (i) Parks, Recreation and Open space; (ii) Roads, Streets and Bridges; (iii) Police Services; (iv) Fire Protection and Emergency Medical Services (EMS); and (v) Emergency Management (EMA). Contractor shall work closely with the Planning and Development Department relative to its capabilities, staffing and procedures and assignments already in place.

SCOPE OF SERVICES. Contractor shall provide the following tasks:

(1) **Task 1. Project Kick-Off.**

(a) **Task 1.1. Data Collection.** After an initial internal kick-off meeting with key City staff members to review the proposed project schedule and coordinate staff and consultant responsibilities, Contractor shall obtain copies of all relevant plans, studies, data and documents needed to perform the scope of work. Data to be gathered or generated by the Contractor shall include, but are not limited to:

- Any recent study or calculations prepared for the City that contain population, employment, and/or housing forecasts.
- Any adopted plans that address the public facility categories (such as a Parks and Recreation Master plan, Fire Station Coverage Plan, Comprehensive Transportation Plan, etc.) or other departmental service plans/projections.
- The number of employees from the Occupational Tax (i.e., “business licenses”) employment statistics by each business category for the current and past ten years.
- Property tax assessment totals (i.e., the “tax base”) by land use category for the most recent year available.
- Latest Capital Assets Listings – value and year built or acquired of each facility, vehicle or other capital item, for the Recreation & Leisure Department, Police Department, and Fire & Emergency Services Department, carried on the City’s books.
- SPLOST program-funded projects and monthly SPLOST receipts.
- Debt payment schedules for outstanding bond issues or loans relating to the identified public facility categories.

- Budgeted capital projects and adopted Capital Improvement Plan (CIP) projects.
- Inventories of all existing community facilities pertinent to the impact fee study, including land, buildings, permanent facilities, and rolling stock.
- A list of currently proposed new or expanded facilities for which funding has already been identified or programmed, and method of funding (such as Bonds, General Fund, SPLOST etc.).
- A prioritized list of projects planned or envisioned by the City but not yet funded for each public facility category, including estimated costs and start dates.

(b) **Task 1.2. Impact Fee Advisory Committee.** Contractor shall advise and assist the City Council in the appointment of an Impact Fee Advisory Committee meeting the requirements and restrictions imposed by the Georgia Impact Fee Act (DIFA). The committee is required by state law to be part of the process to establish an impact fee program. An initial orientation meeting with the Committee will be held to detail their role, the study process, and state law provisions.

(c) **Task 1.3. Impact Fee Kick-Off Public Hearing.** State requirements for a community that is first considering the adoption of impact fees include a public hearing at the outset of the process, with an emphasis on opportunities to provide input on the Capital Improvements Element (CIE) component (see also Task 3). The Consultant will prepare appropriate materials for the public hearing and will be present to answer any questions raised by the public or the City Council.

(d) **Task 1 Deliverables.**

- Contractor shall meet with all affected departments regarding project overview, data needs, planned capital projects, status, etc. (this is proposed as a group meeting to occur after the initial internal “kick-off” with key City staff).
- Contractor shall conduct a Meeting #1 with the Impact Fee Advisory Committee.
- Contractor shall recommend a template for the notice to be advertised for the kick-off public hearing.
- Contractor shall attend and present all pertinent information (as required by DCA guidelines) at the kick-off public hearing before the City Council.

(2) **Task 2: Impact Fee Methodology Report.**

(a) **Task 2.1. Impact Fee Methodology Report.** Contractor shall prepare an Impact Fee Methodology Report addressing each of the City’s impact fee eligible public facility categories listed above and including all information to prepare the required Capital Improvements Element (CIE) and Development Impact Fee Ordinance. Importantly, since state law provides that new growth and development cannot be charged more than their fair proportionate share of the costs of the capital improvements needed to serve them, the Methodology Report will calculate the maximum that could be charged as an impact fee to establish the “ceiling” above which the City cannot go. Components of the Methodology Report include the following: (i) population, employment, and housing forecasts for the City to 2050; (ii) level of Service (LOS) standards

for each of the public facility categories, based on existing facilities and/or future plans and either the pertinent day-night population or number of households served (as appropriate to each public facility category); (iii) calculations to identify capital improvements needed to serve future growth over the coming decades; (iv) tax digest and SPLOST forecasts to calculate credits for new development property and sales taxes attributable to impact fee projects; the calculation of credits against impact fees is needed to avoid potential situations of “double taxation”; and (v) maximum impact fee calculations for each land use category in each public facility category; the actual fees to be charged will be decided by the City Council as part of the Development Impact Fee Ordinance task (see Task

(b) ***Task 2 Deliverables:***

- Contractor shall draft Methodology Report in PDF format containing all information delineated above, as well as pertinent technical appendices.
- Contractor shall summarize the Methodology Report for public and City Council presentation.
- Contractor shall conduct meeting #2 with the Impact Fee Advisory Committee to review the draft Methodology Report.
- Contractor shall attendance City Council meeting to review the draft Methodology Report, which then will be finalized reflecting City Council comments.

(3) **Task 3: Capital Improvements Element (CIE).**

(a) ***Task 3.1 CIE.*** Contractor shall prepare a draft Capital Improvements Element (CIE) based on the finalized Methodology Report. The CIE document will be drawn from those portions of the Methodology Report (with supplemental text added) that are required to be included by DCA. It will include a complete list of capacity-adding Road Improvement projects, as well as Parks, Police, Fire/EMS, and EMA capital projects that are eligible to be funded with impact fees. Additional tables will be included to corelate anticipated public facility improvements with the time frame of the Comprehensive Plan. A 5-Year Community Work Program (CWP) will be incorporated into the CIE, as required by DCA, to highlight impact fee-eligible projects that are anticipated to be completed in the near-term. The CWP will include the extent to which each project is impact fee eligible, funding sources for the projects, responsible parties for implementation, and the estimated year of implementation. Contractor shall facilitate a required public hearing before the City Council to receive public input and for authorization to transmit the CIE to the Atlanta Regional Commission (ARC) to initiate review by DCA as a future amendment to the City’s Comprehensive Plan. As previously stated, the CIE will be a stand-alone document that can act as an appendix to the Comprehensive Plan. Upon approval by DCA and adoption by City Council, the CIE will automatically amend Comprehensive Plan.

(b) ***Task 3 Deliverables:***

- Contractor shall draft Capital Improvements Element in PDF format containing all data required by DCA; pertinent technical appendices will be included.
- Contractor shall recommend formats for the public hearing notice and the Transmittal Resolution for the transmittal public hearing.

- Contractor shall summarize the Capital Improvements Element (CIE) for City Council presentation.
- Contractor shall attend required public hearing before the City Council regarding transmittal of the draft CIE to ARC and DCA.
- Contractor shall review of comments from DCA on the CIE (if any) and appropriate responses and/or revisions.

(4) Task 4: Adoption of the Impact Fee Program.

(a) **Task 4.1 Impact Fee Ordinance.** To expedite implementation of the impact fee program, the Development Impact Fee Ordinance will be prepared by Contractor for review by the City Attorney during the sixty (60) day ARC/DCA review process on the CIE, such that the Ordinance and the CIE can be adopted at the same City Council meeting, and impact fees implemented thereafter. The Ordinance will include the final fee schedule for impact fees approved by the City Council as well as detailed requirements for administering the Impact Fee Program.

(b) **Task 4.2 Final Advisory Committee Meeting.** The draft Ordinance will be presented to the Advisory Committee for discussion, and for the Committee's input – particularly on potential exemptions and the actual impact fees to be adopted.

(c) **Task 4.3 City Council Work Session.** Contractor shall first meet with City staff to discuss the prospective fee schedule (including any recommendations from the Advisory Committee), which will ultimately be incorporated into the final Development Impact Fee Ordinance. Following this meeting, Contractor shall prepare additional briefing materials as needed for discussion with the Councilmembers regarding appropriate levels of impact fees to be charged and exemptions from impact fees as allowed under state law.

(d) **Task 4.4 Fee Schedule for Adoption.** After confirming the impact fees the City Council wishes to charge, Contractor shall prepare a final schedule of impact fees by land use category to be included in the City's Development Impact Fee Ordinance.

(e) **Task 4.5 Ordinance and CIE Adoption.** Contractor shall attend the two (2) state-mandated public hearings for adoption of the Development Impact Fee Ordinance and will be prepared to answer any questions that may arise. It is anticipated that adoption of the CIE will coincide with the second public hearing on the Ordinance.

(f) Task 4 Deliverables:

- Contractor shall submit the draft Development Impact Fee Ordinance text in Word format, for review and comment by the City Attorney.
- Contractor shall submit the final Development Impact Fee Ordinance text in Word format reflecting comments or changes recommended by the City Attorney.

- Contractor shall conduct meeting #3 with Impact Fee Advisory Committee to discuss the draft Ordinance and the potential fee schedule.
- Contractor shall attend City Council workshop to discuss the draft Development Impact Fee Ordinance text and to set the final fee schedule.
- Contractor shall recommend templates for the public notice language to be published for the two (2) public hearings regarding adoption of the Ordinance.
- Contractor shall attend the first public hearing of the City Council regarding adoption of the Ordinance.
- Contractor shall attend the second public hearing of the City Council to adopt the Development Impact Fee Ordinance and Capital Improvements Element.
- Contractor shall submit the as-adopted CIE in digital format for transmittal by the City staff to the ARC for their records.

(5) **Task 5: Implementation of the Impact Fee Program.**

(a) **Task 5.1. Implementation.** Contractor's services shall include implementing a Microsoft Excel-based system for assessing and collecting the impact fees that complies with the Georgia Development Impact Fee Act. This system is intended to create and maintain a spreadsheet file of the impact fees associated with each building permit, the allocation of those fees to the appropriate public facility categories, and as a resource when refunds are in order. It includes the creation of forms that can be used during the building permitting process to assess an applicant's impact fees for both residential and nonresidential projects, to handle appeals and special assessments, to handle change-of-use situations, and issue refunds. A supporting Procedures Manual will be prepared documenting all staff administrative procedures for such items as: assessing and collecting impact fees, maintaining financial records, handling appeals, preparing individual assessments, and preparing future Annual Update reports required by DCA. Contractor shall provide training to City staff responsible for issuing building permits and maintaining financial records that are required by the state.

(b) **Task 5 Deliverables:**

- Contractor shall file with re-usable forms for assessing the impact fee for an individual development project when a building permit is requested.
- Contractor shall provide the Procedures Manual for administrative processes (appeals, individual assessments, annual reporting, records keeping, etc.)
- Contractor shall provide an in-person training session with City staff, with additional guidance provided via email, phone, and/or Zoom on an as-needed basis.

(6) **Task 6: Continuing Services.** Following adoption and implementation of the Impact Fee Program, Contractor shall stand ready to answer questions, provide explanations and otherwise provide continuing advice to the City staff as questions or issues arise for a period of one year at no cost to the City. This

assistance will be advisory in nature and delivered by telephone or email as appropriate to the inquiry.

EXHIBIT B
RISK MANAGEMENT REQUIREMENTS

The Contractor will provide minimum insurance coverage and limits as per the following: The Contractor will file with the City Certificates of Insurance, certifying the required insurance coverage and stating that each policy has been endorsed to provide thirty (30) days' notice to the City in the event that coverage is cancelled, non-renewed or the types of coverage or limits of liability are reduced below those required. All bonds and insurance coverage must be placed with an insurance company approved by City Management, admitted doing business in the State of Georgia, and rated Secure ("B+" or better) by A.M. Best Company in the latest edition of Property and Casualty Ratings, or rated by Standard & Poors Insurance Ratings, latest edition as Secure ("BBB" or better). Worker's Compensation self-insurance for individual Contractors must be approved by the Worker's Compensation Board, State of Georgia and/or Self-Insurance pools approved by the Insurance Commissioner, State of Georgia.

CONTRACTS FOR UP TO \$50,000

Worker's Compensation – Worker's Compensation coverage on a statutory basis for the State of Georgia with an Employer's Liability limit of \$100,000 each Accident, Disease \$100,000 each employee, \$500,000 Disease policy limit.

Automobile Liability – Automobile liability coverage for owned, hired, and non-owned vehicles in the amount of \$500,000 combined single limit.

Commercial General Liability – Coverage to be provided on "occurrence" not "claims made" basis. The coverage is to include Contractual liability, Per Project Limit of Liability, losses caused by Explosion, Collapse and Underground ("xcu") perils, the "City of Forest Park, Georgia" is to be added as an Additional Insured and Products and Completed Operations coverage is to be maintained for three (3) years following completion of work.

CONTRACTS FOR MORE THAN \$50,000

Automobile Liability - Automobile liability coverage for owned, hired, and non-owned vehicles in the amount of \$1,000,000 combined single limit.

Commercial General Liability – Coverage to be provided on "occurrence" not "claims made" basis. The coverage is to include Contractual liability, Per Project Limit of Liability, losses caused by Explosion Collapse and Underground ("xcu") perils, the "City of Forest Park, Georgia" is to be added as an Additional Insured and Products and Completed Operations coverage is to be maintained for three (3) years following completion of work.

RISK MANAGEMENT REQUIREMENTS (Cont'd)

CONTRACTS FOR UP TO \$50,000

CONTRACTS FOR MORE THAN \$50,000

LIMITS OF LIABILITY:

\$1,000,000	Per Occurrence
\$1,000,000	Personal and Advertising
\$50,000	Fire Damage*
\$5,000	Medical Payments*
\$1,000,000	General Aggregate
\$1,000,000	Products/Completed Operations per Occurrence and Aggregate

**These are automatic minimums*

Owner's Protective Liability – The City's Management may, in its discretion, require Owner's Protective Liability in some situations.

Umbrella and/or Excess Liability – The umbrella or Excess Liability Policy may be used to combine with underlying policies to obtain the limits required. The Management of the City may elect to require higher limits.

Owner's Protective Liability – The City's Management may, in its discretion, require Owner's Protective Liability in some situations.

11. State of Georgia Certificate of Existence*

Pass

Upload your Georgia Certificate of Existence Here

Forest_Park_Certificate_of_Existence.pdf

12. W-9*

Pass

ROSS_W-9_Signed.pdf

PRICE TABLES

COST PROPOSAL

Vendor must include a detailed milestone payment report with cost proposal submission.

Line Item	Description	Unit of Measure	Unit Cost
1	Delivery of Impact Fee Study to include a comprehensive report and recommendations.	Lump Sum	\$96,500.00

Please note: per State requirements, certificate isn't required for ROSS+associates as a Sole Proprietor in GA

STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

CERTIFICATE OF EXISTENCE

I, **Brad Raffensperger**, the Secretary of State of the State of Georgia, do hereby certify under the seal of my office that

Hatley Plans LLC

a Domestic Limited Liability Company

was formed in the jurisdiction stated below or was authorized to transact business in Georgia on the below date. Said entity is in compliance with the applicable filing and annual registration provisions of Title 14 of the Official Code of Georgia Annotated and has not filed articles of dissolution, certificate of cancellation or any other similar document with the office of the Secretary of State.

This certificate relates only to the legal existence of the above-named entity as of the date issued. It does not certify whether or not a notice of intent to dissolve, an application for withdrawal, a statement of commencement of winding up or any other similar document has been filed or is pending with the Secretary of State.

This certificate is issued pursuant to Title 14 of the Official Code of Georgia Annotated and is prima-facie evidence that said entity is in existence or is authorized to transact business in this state.

Docket Number : 28430904
Date Inc/Auth/Filed: 04/02/2017
Jurisdiction : Georgia
Print Date : 01/16/2025
Form Number : 211



Brad Raffensperger

Brad Raffensperger
Secretary of State

Subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five business days of receipt, a copy of the notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

<u># 1469 056</u> Federal Work Authorization User Identification Number	<u>11/12/19</u> Date of Authorization (mm/dd/yyyy)
<u>Hatley Plans LLC</u> Name of Subcontractor (Legal Name)	<u>2024 RFP-008</u> Name of Project/Solicitation Number
<u>City of Forest Park, GA</u> Name of Public Employer	

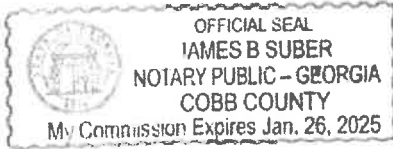
I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on Jan. 14, 20²⁵ in Brookhaven (City), GA (State).

Paige Hatley
Signature of Authorized Officer or Agent
Paige Hatley, President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 14 DAY OF January, 2025.

[Signature]
NOTARY PUBLIC



My Commission Expires: 01/26/2025

***The signature dates for both the authorized representative and notary public must be the same.**

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows: (a) the Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program; (b) the Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof; (c) the Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof; (d) the Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract; (e) the Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c); (f) the Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and (g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

268899
Federal Work Authorization User Identification Number

10/29/2008
Date of Authorization (mm/dd/yyyy)

Ross Associates
Name of Contractor (Legal Name of Offeror)

Forest Park, GA
Name of Project/Solicitation Number

Ross Associates
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

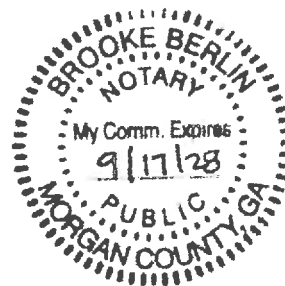
Executed on JAN, 16, 2025 in MARIETTA (City), GA (State).

[Signature]
Signature of Authorized Officer or Agent

William Ross, President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 16 DAY OF January, 2025

Brooke Berlin
NOTARY PUBLIC



My Commission Expires: 9/17/28

***The signature dates for both the authorized representative and notary public must be the same.**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/06/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C No, Ext): (888) 202-3007		FAX (A/C, No):
	E-MAIL ADDRESS: contact@hiscox.com		
INSURED Hatley Plans LLC 3175 Madison Ave. NE Brookhaven, GA 30319	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Hiscox Insurance Company Inc		10200
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	Y		P100.384.286.8	07/10/2024	07/10/2025	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Forest Park Impact Fee Study

CERTIFICATE HOLDER

City of Forest Park, Georgia

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

FORM LSBD-2

**CITY OF FOREST PARK
SUBCONTRACTOR CONTACT FORM**

Name of Sub-Contractor/Supplier	Company Name, Address, and Phone Number	City of Forest Park Business License? (Yes or No)	Type of Work Solicited For	Business Ownership (Enter Code)	Results of Contact
Paige Hatley	Hatley Plans LLC 3175 Madison Ave Brookhaven, GA0 404-226-2073	No	Professional Consulting Services	WBE	Will perform as sub

List all subcontractors or suppliers (*LSBE and Non-LSBD*) that were contacted regarding this project

Diversity Code: MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, VOB – Veteran Owned Business

Local, Small Business, Diversity Form (Page 1 of 2)

FORM LSBD-3

**CITY OF FOREST PARK LOCAL, SMALL BUSINESS, DIVERSITY OPPORTUNITY SUBCONTRACTOR PROJECT PLAN
SUBCONTRACTOR/SUPPLIER UTILIZATION**

List all subcontractors/suppliers, including lower tiers, to be used on this project.

Name of Sub-Contractor/Supplier	Company Name, Address and Phone Number	City of Forest Park Business License? (Yes or no)	Type of Work to be Performed	Owner of Business (See code below)	Dollar (\$) Value of Work	Percentage of Total Bid Amount
Paige Hatley	Hatley Plans LLC 3175 Madison Ave Brookhaven, GA0 404-226-2073	No	Professional Consulting Services	WBE	\$48,250	50%

Total Local Business, % _____ Total Small Business % **50%** Total Minority Business % _____

Diversity Code: MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, VOB – Veteran Owned Business

Proponent's Company Name: ROSS+associates Date: 1.15.25 FC#: _____

Proponent's Contact Number: 404-626-7690

Project Name: City of Forest Park Impact Fee Study

Signature: 

FORM LSBD-1

COVENANT OF NON-DISCRIMINATION

The undersigned understands that it is the policy of the City of Forest Park (COFP) to promote full and equal business opportunity for all persons doing business with the City. The undersigned covenants that we have not discriminated on the basis of a firm's revenue, employee count, social or economic disadvantages, minority, gender, or veteran status, with regard to prime contracting, subcontracting or partnering opportunities. The undersigned further covenants that we have completed truthfully and fully the required forms LSBD-2, LSBD-3 and LSBD-4. Set forth below is the signature of an officer of the Bid entity with the City of Forest Park to bind the entity.

I, William Ross (Name, Title), on behalf of Ross Associates (Company), by my signature below, do hereby promise:

1. To adopt the policies of the City of Forest Park relating to equal opportunity in contracting on projects and contracts funded, in whole or in part, with funds of COFP;
2. Not to otherwise engage in discriminatory conduct; To provide a discrimination-free working environment;
3. That this Covenant of Non-Discrimination shall be continuing in nature and shall remain in full force and effect without interruption; and
4. That this Covenant of Non-Discrimination shall be incorporated by reference into any contract or portion thereof which we may hereafter obtain.

We understand that our failure to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract.

By: William Ross

Title: President

Sworn to and subscribed before me the 16 day of January,
2025

Notary Public: Brooke Berlin

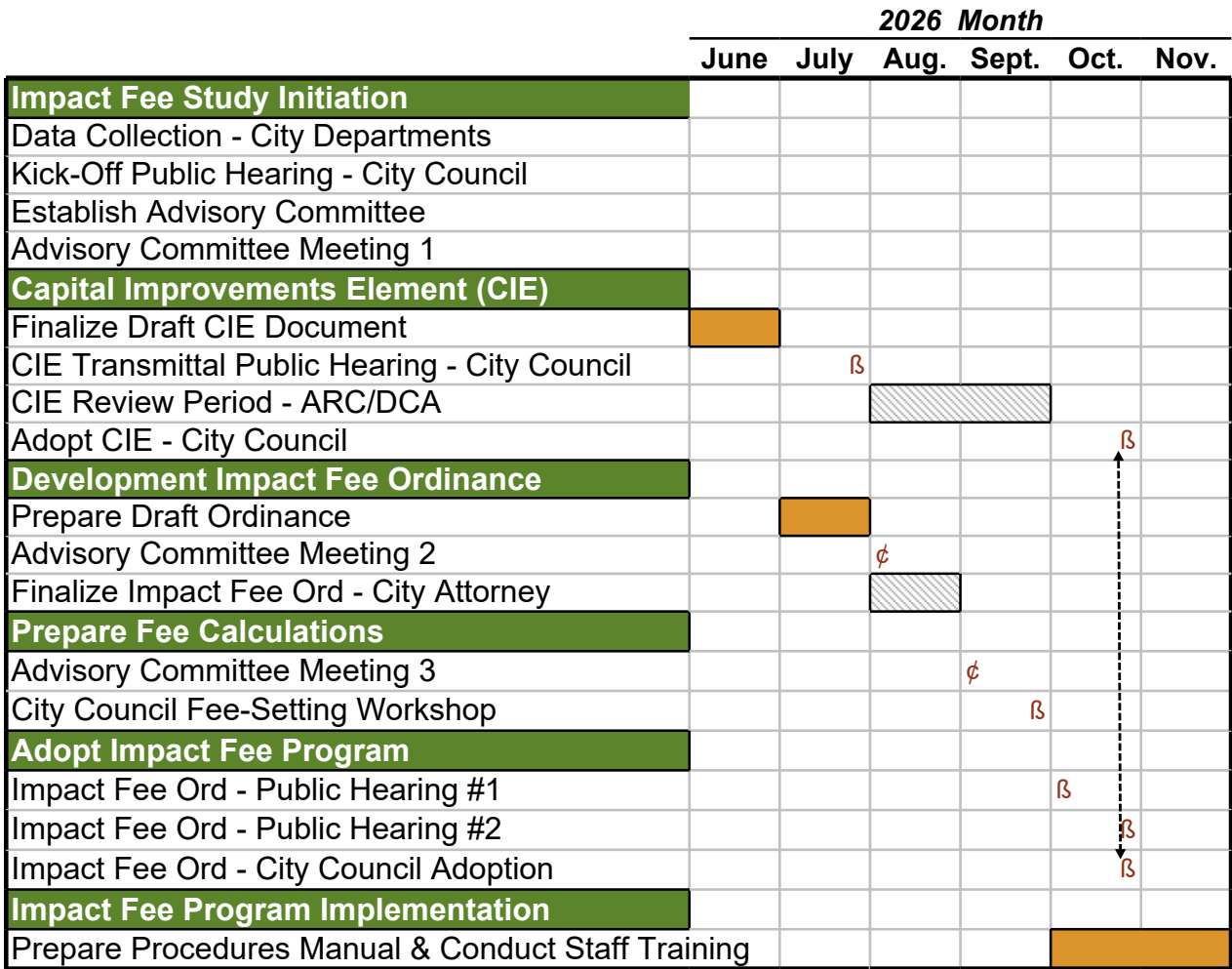
My Commission Expires: 9/17/28

[SEAL]



Target Schedule of Key Events

Forest Park Impact Fee Program



- φ Advisory Committee Meeting
- B City Council Meeting or Workshop
- Consultant Activity



City of Forest Park City Council
Agenda Item Summary
June 15, 2026

Agenda Item #
V2

CITY OF
FORESTPARK

Requested By SaVaughn Irons-Kumassah, Interim Director	Sponsor(s)
Department Planning and Community Development	

Requested Action Presentation
Requirement for Board Action
<p>Summary & Background</p> <p>Leadership Clayton Class of 2026 – Group III is presenting HomeANCHOR – Clayton: A New Connection to Housing Opportunities and Resources, a community-based initiative designed to improve awareness, accessibility, and navigation of housing-related resources available to residents throughout Clayton County.</p> <p>The project was developed in response to housing instability challenges impacting local communities, including housing affordability concerns, eviction trends, homelessness, and barriers residents often encounter when attempting to locate and access available support services. Through research and community engagement, the group identified a need for a centralized resource platform that helps residents navigate available housing-related programs and connect with organizations equipped to provide assistance.</p> <p>This presentation will provide an overview of the project, identified community needs and resource gaps, and opportunities for partnership and community engagement. The group also looks forward to exploring how the City of Forest Park can collaborate in increasing awareness of available housing resources, strengthening connections between residents and support services, and serving as a potential community partner in advancing the initiative.</p>
Fiscal Impact
<p>Exhibits Attached</p> <p>HomeANCHOR - City Council Agenda Item - 06.15.2026, HomeANCHOR Community Presentation, HomeANCHOR_OnePager_Infographic</p>
<p>Staff Recommendation</p> <p>Action Requested from Council: Receive Presentation and Consider Opportunities for Collaboration and Community Partnership.</p>



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Presentation: **HomeANCHOR - Clayton:** Housing Resource Initiative (Leadership Clayton Class of 2026 – Group III).

Submitted By: SaVaughn Irons-Kumassah, Interim Planning Director, Planning & Community Development Department

Date Submitted: June 05, 2026

Work Session Date: June 15, 2026

Council Meeting Date: June 15, 2026

Background/History:

Leadership Clayton Class of 2026 – Group III is presenting **HomeANCHOR – Clayton: A New Connection to Housing Opportunities and Resources**, a community-based initiative designed to improve awareness, accessibility, and navigation of housing-related resources available to residents throughout Clayton County.

The project was developed in response to housing instability challenges impacting local communities, including housing affordability concerns, eviction trends, homelessness, and barriers residents often encounter when attempting to locate and access available support services. Through research and community engagement, the group identified a need for a centralized resource platform that helps residents navigate available housing-related programs and connect with organizations equipped to provide assistance.

This presentation will provide an overview of the project, identified community needs and resource gaps, and opportunities for partnership and community engagement. The group also looks forward to exploring how the City of Forest Park can collaborate in increasing awareness of available housing resources, strengthening connections between residents and support services, and serving as a potential community partner in advancing the initiative.

Cost:

Budgeted for: N/A **Yes** **No**

Financial Impact:

Action Requested from Council: Receive Presentation and Consider Opportunities for Collaboration and Community Partnership.

HomeANCHOR Clayton

A New Connection to Housing Opportunities and Resources

Leadership Clayton Class of 2026
Group III



Meet the Team



Maya Gadson



Damaris Garrett



Natasha Hampton



Felicia Hylton



SaVaughn Irons-Kumassah



Meiling Jabbar



Omari Jones



Johanna Pierret



The Situation is Dire



Between 2019-2023, Clayton had highest eviction rates in metro Atlanta, with the highest number occurring in 2023: a total of 19,913 evictions equaling 39 evictions per 100, or 40% of renter households.



In 2024, the rough estimate of unhoused individuals in the county was 110: 70 in emergency shelters, 30 being totally unsheltered, and 10 in transitional housing.



In 2025, over 2000+ CCPS students were defined as homeless under the McKinney Vento Act - representing an astounding number of families.



Based on 2026 data, 62% of renters in Clayton County spend more than 30% of their income on rent and utilities; this is the highest rate in the metro Atlanta area.



What is HomeANCHOR?

HomeANCHOR is a consolidated directory aimed to bridge the housing resource gap in Clayton County. **HomeANCHOR** stands in the gap as a one-stop resource ecosystem offering a path to housing sustainability and loss mitigation.





- ✓ **A Navigator:** A specialized search tool that allows renters to input their specific crisis.
- ✓ **A Centralizer:** Trusted place for local resource, so residents are informed on where to start.
- ✓ **A Connector:** A bridge between residents and the organizations equipped to help them.



What HomeANCHOR isn't

To maintain a clear and manageable scope and ensure we do not duplicate existing efforts,

HomeANCHOR will not:

-  **Provide direct rental assistance:** We do not issue checks or financial aid.
-  **Serve as a housing provider:** We do not own or manage rental properties.
-  **Replace existing housing programs:** We amplify current programs rather than competing with them.
-  **Provide long-term case management:** We do not provide one-on-one social work or clinical services.

HomeANCHOR Clayton in Action

Why This Matters

Improving access to clear, centralized information can empower residents to make informed housing decisions and better navigate complex systems.

Intended Impact

Bridging the gap between resources and residents to strengthen housing stability and support healthier, more resilient communities.

Success Measures

- Increased website traffic
- Strong content engagement
- Community partner data identifying how residents were connected to resources



Q Search

Get Help

Home | Who We Are | Intake | Resources | Situational Tool | Contact

Connecting Clayton County Residents to Housing Resources

Find affordable housing solutions, resources, and support services all in one place.

Explore Resources

Search here Q Type any word or expand search...



Housing Resources

Access local programs for affordable housing, financial, assistance, and tenant supt.

Learn More >



Housing Guides

Navigate the housing process with our step-by-step guides and tips.

Learn More >



Community Support

Connect with local organizations that offer support services for housing stability.

Learn More >



How HomeANCHOR Supports Clayton County

We're here to bridge the gap between you and the housing resources you need. Learn about our mission and how we can help you find stable housing.

How We Help >

Looking for assistance?

Get personalized housing support and find answers to your questions.

Get Help Now >

Measures of Success



Crisis & Demographics Outcome (Partner + Intake Form)

80% of intake forms completed will capture at least one verified housing stressor (eviction, utility debt, or displacement risk), enabling data-driven referrals through partner organizations.

Geographic Reach & Targeted Outreach Outcome

Identify top 5 high-need ZIP codes within the first 90 days and increase partner-led outreach in those areas by 25%.

Key Milestones and Deliverables



May-June



Identify and connect with community partners; build website for Beta Test

July – Mid Aug.



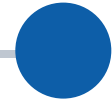
Development of video scripts and shoot/edit videos; connect with community partners for qualitative feedback

Mid Aug. – Sept.



Deploy communications plan; launch **HomeANCHOR** Hub, host Launch party; measurement and data collection

Oct.



Final project report

Get Involved Today

Together, we can build a stronger, more connected community. Join the movement and make a lasting difference.



Consult



Contribute



Partner

Thank You

For questions, partnerships, or to learn more about our work, please contact us.



homeanchorclayton@gmail.com



HomeANCHOR

Clayton

A New Connection to Housing Opportunities and Resources



A centralized resource ecosystem connecting Clayton County residents with **trusted housing resources** and support.

THE CHALLENGE: HOUSING INSTABILITY IS IMPACTING CLAYTON COUNTY



62%

of renters spend more than 30% of their income on rent and utilities – the highest rate in metro Atlanta. (2026 Data)



19,913

evictions were recorded in 2023 – the highest rate in metro Atlanta. (39 evictions per 100 renter households)



2,000+

Clayton County Public School students were identified as homeless under the McKinney-Vento Act in 2025.



110

unhoused individuals identified in Clayton County in 2024.

(Sheltered, unsheltered & transitional housing)

WHAT IS HOMEANCHOR?

HomeANCHOR is a one-stop resource hub designed to bridge the housing resource gap in Clayton County. We help residents find the right resources, at the right time, in the right place.



A NAVIGATOR

A specialized search tool that helps residents identify resources based on their specific situation.



A CENTRALIZER

A trusted location for local housing resources so residents know where to start.



A CONNECTOR

A bridge between residents and organizations equipped to help them.

WHAT HOMEANCHOR IS NOT



We do not provide direct financial assistance.



We do not own or manage housing.



We do not replace existing housing programs.



We do not provide long-term case management.

Our goal is to amplify and support existing resources – not duplicate them.

OUR ASK



We are seeking community partners willing to:

- ✓ Share information about programs and services
- ✓ Participate in referral coordination
- ✓ Assist with resource verification and updates
- ✓ Collaborate on outreach and awareness efforts
- ✓ Help connect residents to available resources

Together, we can strengthen housing stability in Clayton County!

EXPECTED IMPACT



Increased awareness of housing resources



Stronger referral coordination and collaboration



Improved access to support services



Better housing stability outcomes



Healthier, more resilient communities

Get Involved!



CONSULT

Share your expertise



CONTRIBUTE

Provide resources and updates



PARTNER

Join our network



Let's build a stronger, more connected community.

homeanchorclayton@gmail.com | Leadership Clayton Class of 2026 – Group III



Scan to learn more about HomeANCHOR.



City of Forest Park City Council
Agenda Item Summary
June 15, 2026

Agenda Item #
V3

CITY OF
FORESTPARK

Requested By SaVaughn Irons-Kumassah, Interim Director	Sponsor(s)
Department Planning and Community Development	

Requested Action Presentation

Requirement for Board Action

Summary & Background Group II of the Leadership Clayton Class of 2026 will provide a presentation on Fresh Hope: Lather & Load , a community outreach initiative designed to restore dignity and improve quality of life for individuals experiencing homelessness and other vulnerable populations through access to mobile shower facilities, laundry services, hygiene resources, and supportive services. The initiative seeks to address immediate unmet needs while connecting participants to available community resources and long-term support systems. As part of the project, the group is planning pilot "Fresh Hope Days" in Clayton County to demonstrate the concept, build community partnerships, and encourage support from local governments, nonprofits, businesses, and other stakeholders. The presentation will provide an overview of the initiative, its anticipated community impact, and opportunities for collaboration within the City of Forest Park.
--

Fiscal Impact N/A

Exhibits Attached Fresh Hope - City Council Agenda Item 06.15.2026, Fresh Hope Lather & Load Final, Fresh Hope Lather & Load
--

Staff Recommendation Action Requested from Council: Receive the presentation and discuss potential opportunities for collaboration and community partnerships related to the Fresh Hope: Lather & Load Initiative
--



City Council Agenda Item

Subject: Presentation: Fresh Hope: Lather & Load Initiative (Leadership Clayton Class of 2026 – Group II).

Submitted By: SaVaughn Irons-Kumassah, Interim Planning Director, Planning & Community Development Department

Date Submitted: June 05, 2026

Work Session Date: June 15, 2026

Council Meeting Date: June 15, 2026

Background/History:

Group II of the Leadership Clayton Class of 2026 will provide a presentation on **Fresh Hope: Lather & Load**, a community outreach initiative designed to restore dignity and improve quality of life for individuals experiencing homelessness and other vulnerable populations through access to mobile shower facilities, laundry services, hygiene resources, and supportive services. The initiative seeks to address immediate unmet needs while connecting participants to available community resources and long-term support systems. As part of the project, the group is planning pilot "**Fresh Hope Days**" in Clayton County to demonstrate the concept, build community partnerships, and encourage support from local governments, nonprofits, businesses, and other stakeholders. The presentation will provide an overview of the initiative, its anticipated community impact, and opportunities for collaboration within the City of Forest Park.

Cost:

Budgeted for: N/A **Yes** **No**

Financial Impact:

Action Requested from Council: Receive the presentation and discuss potential opportunities for collaboration and community partnerships related to the Fresh Hope: Lather & Load Initiative.

Fresh Hope: Lather & Load

Because Everyone Deserves to Feel Human...Again

Presented By: Leadership Clayton Cohort 2026
Fresh Hope Group



The Mission

At Fresh Hope Lather & Load, our mission is to restore dignity and renew hope by providing sanitary, accessible showers and laundry to those in need. We are committed to serving our community with compassion, creating a safe space where individuals feel seen, clean, valued, and supported.

The Problem

Without access to sanitary showers and clean clothes, people are more vulnerable to skin infections, parasites, and worsening chronic conditions.



Why this service matters

In Clayton County, GA, the unhoused crisis is marked by an escalating unsheltered population and a severe rate of "hidden" family and student homelessness. The county lacks large-scale shelter infrastructure, forcing unhoused residents into temporary, doubled-up living arrangements, extended-stay motels, or onto the streets.



The Solution

Fresh Hope: Lather & Load

- Meets an Immediate Need, Unmet Need
- Restores Dignity and Rebuilds Trust
- Becomes a Gateway to Stability
- Reduces Preventable Health Costs
- Supports Families, Not Just Individuals
- Expands Clayton County's Service Network and Strategic Priorities



Impact and Outcomes



- Restores dignity
- Reduction in preventable ER visits
- Increased referrals to housing, ID recovery, and mental health services
- Improved school attendance for families living in motels and cars
- Increased employment readiness

Target Population

Fresh Hope: Lather & Load is intentional and aligns with county priorities

- Unsheltered Adults
- Families in Extended Stay Motels
- Youth Experiencing Housing Instability
- Individuals Exiting Incarceration
- People Living in Cars



Partnerships and Community Alignment

- Clayton County Non-profits
- Faith Based Organizations
- Corporations
- Grantors
- Clayton County Water Authority
- Georgia Power Company
- Other utilities



Three Phases to Launch Fresh Hope: Lather & Load



Phase 1: Securing Partnerships and Funding – Q1 – Q3 2026

Phase 2: Pilot and Proof of Concept – July 11 and August 15 (Fresh Hope Days)

Oct 10, 2026 (World Homeless Day)

Phase 3: Expand and Sustain – National Homelessness Awareness Month (November 2026 and beyond)

We Need Your Support!



Fresh Hope: Lather & Load

Because Everyone Deserves to Feel Human...Again

Presented By: Leadership Clayton Cohort 2026
Fresh Hope Group



The Mission

At Fresh Hope Lather & Load, our mission is to restore dignity and renew hope by providing sanitary, accessible showers and laundry to those in need. We are committed to serving our community with compassion, creating a safe space where individuals feel seen, clean, valued, and supported.



The Problem

Without access to sanitary showers and clean clothes, people are more vulnerable to skin infections, parasites, and worsening chronic conditions.



Why this service matters

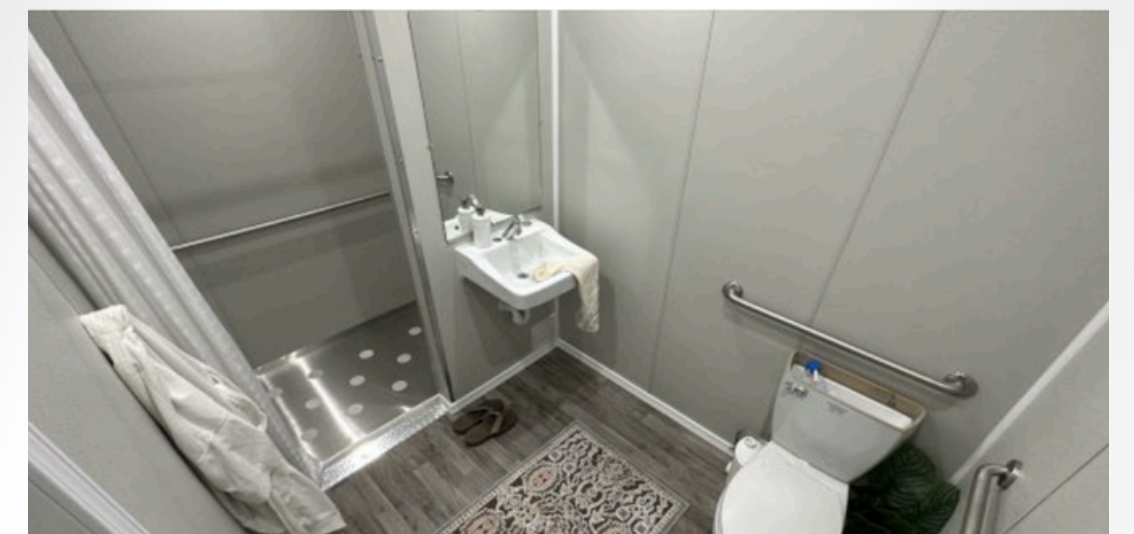
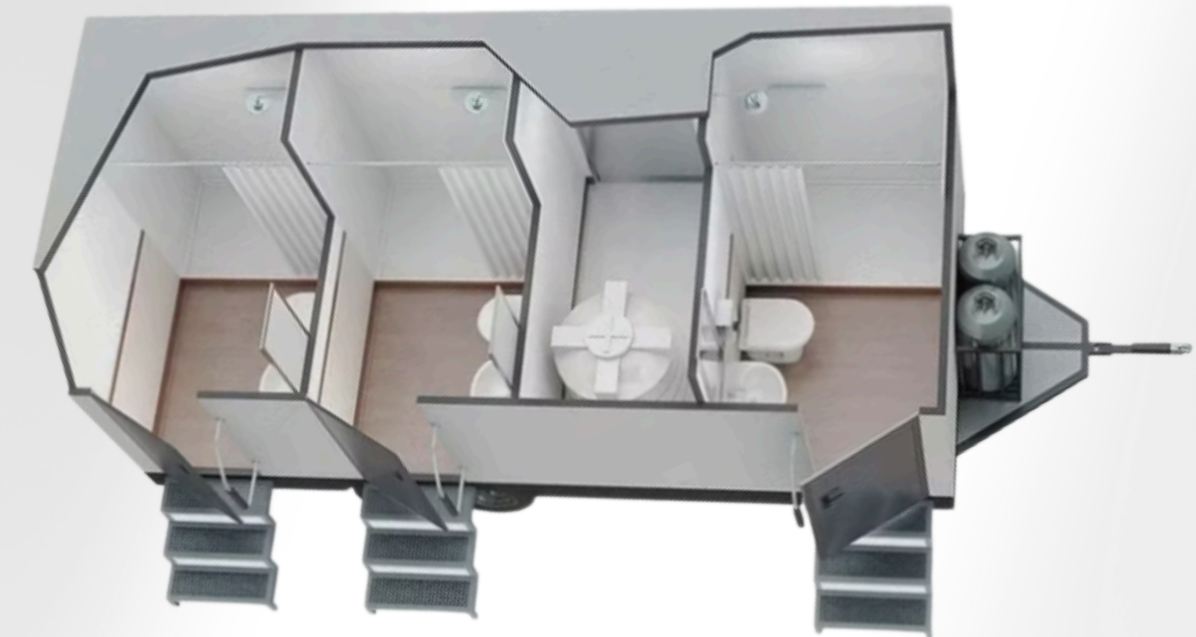
In Clayton County, GA, the unhoused crisis is marked by an escalating unsheltered population and a severe rate of "hidden" family and student homelessness. The county lacks large-scale shelter infrastructure, forcing unhoused residents into temporary, doubled-up living arrangements, extended-stay motels, or onto the streets.



The Solution

Fresh Hope: Lather & Load

- Meets an Immediate Need, Unmet Need
- Restores Dignity and Rebuilds Trust
- Becomes a Gateway to Stability
- Reduces Preventable Health Costs
- Supports Families, Not Just Individuals
- Expands Clayton County's Service Network and Strategic Priorities



Impact and Outcomes



- Restores dignity
- Reduction in preventable ER visits
- Increased referrals to housing, ID recovery, and mental health services
- Improved school attendance for families living in motels and cars
- Increased employment readiness

Target Population

Fresh Hope: Lather & Load is intentional and aligns with county priorities

- Unsheltered Adults
- Families in Extended Stay Motels
- Youth Experiencing Housing Instability
- Individuals Exiting Incarceration
- People Living in Cars



Partnerships and Community Alignment

- Clayton County Non-profits
- Faith Based Organizations
- Corporations
- Grantors
- Clayton County Water Authority
- Georgia Power Company
- Other utilities



Three Phases to Launch Fresh Hope: Lather & Load



Phase 1: Securing Partnerships and Funding - Q1 - Q3 2026

Phase 2: Pilot and Proof of Concept - July 11 and August 15 (Fresh Hope Days), Oct 10, 2026 (World Homeless Day)

Phase 3: Expand and Sustain - National Homelessness Awareness Month (November 2026 and beyond)

We Need Your Support!





**City of Forest Park City Council
Agenda Item Summary
June 15, 2026**

**Agenda Item #
VI4**

CITY OF
FORESTPARK

Requested By Alton Matthews, Public Works Director	Sponsor(s) Talisa Adams, Procurement Manager
Department Public Works	

Requested Action Consent Item
Requirement for Board Action
Summary & Background We are bringing this back to the table to assess if the Council has made a decision on whether to continue with the maintenance of these three cemeteries. If so, we would like to discontinue the month-to-month payment and put this contract out to bid with a set limited term and a more specific scope of work and expectations.
Fiscal Impact The annual cost of the current contract is \$47,400.00. If this is re-bid, we propose that funds come from outside those allocated to the Public Works Department.
Exhibits Attached Contractor Agreement-Worldscapes 10-29-21, Council Discussion minutes - Cemetery Maintenance
Staff Recommendation Upon further research, we have found that none of the cemeteries are property of the City of Forest Park. They should be maintained by a society or organization that specializes in preserving historic cemeteries. If the Council decides to continue maintenance of the sites, then we should amend and re-bid this contract.

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT (the "Agreement") is being made on 10/29/2021, by and between, The City of Forest Park (the "CLIENT"), and WorldScapes LPG, LLC, located at Atlanta, Georgia (the "CONTRACTOR"). The full name, email address and phone number of both parties appear at the end of this document.

By their respective signatures at the bottom of this document both parties hereby acknowledge that they have read and understood all the terms contained herein and that they have the authority to bind themselves and their respective companies to the terms contained in this Agreement.

WORK TO BE PERFORMED. CONTRACTOR hereby agrees to work for CLIENT as an independent contractor, providing the services described below starting on or about 11/01/2021 and for an indefinite period thereafter, until CONTRACTOR's services are no longer needed by CLIENT. The CLIENT shall have the right to terminate CONTRACTOR's services at any time it deems appropriate provided CLIENT complies with the relevant notice provisions of this Agreement. The CONTRACTOR agrees to devote the necessary amount of time, energy and attention required to satisfactorily complete, conclude or achieve the following duties and responsibilities ("Description of Services"):

- Document Processing for Company Policy Updates

SCOPE OF WORK. CONTRACTOR's required services as stated herein, as well as any future assignments provided by CLIENT, shall be determined on a case-by-case basis only. CLIENT shall be under no legal obligation to guarantee CONTRACTOR any minimum number of assignments or any minimum number of hours of work. All work performed by CONTRACTOR for CLIENT shall be governed exclusively by the covenants contained in this Agreement. The CONTRACTOR shall perform any and all responsibilities and duties that may be associated within the Description of Services set for above, including, but not limited to, work which may already be in progress. The CONTRACTOR shall retain sole and absolute discretion in the manner and means for the carrying out of his/her activities and responsibilities contained in this Agreement, and shall have full discretion within the Scope of Work, but shall not engage in any activity which is not expressly set forth by this Agreement without first obtaining prior written authorization from CLIENT.

INDEPENDENT CONTRACTOR. CONTRACTOR and CLIENT specifically agree that the CONTRACTOR is performing the services described in this Agreement as an **independent contractor** and shall not be deemed an employee, partner, agent, or joint venturer of CLIENT under any circumstances. Nothing in this Agreement shall be construed as creating an employer employee relationship. The CONTRACTOR shall not have the authority to bind the CLIENT in any manner, unless specifically authorized to do so in writing. The CONTRACTOR shall have no claim against CLIENT hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. CONTRACTOR further agrees to be responsible for all of his/her own federal and state taxes, withholdings, and acknowledges that CLIENT will not make any FICA payments on CONTRACTOR's behalf. CONTRACTOR shall pay all taxes incurred while performing services under this Agreement—including all applicable income taxes and, if CONTRACTOR is not a corporation, self-employment (Social Security) taxes. The CONTRACTOR further acknowledges and recognized that s/he shall complete and return to the CLIENT an IRS Form 1099 and related tax statements. The CONTRACTOR herein pledges and agrees to indemnify the CLIENT for any damages or expenses, including any related attorney's fees and legal expenses, incurred by the CLIENT as a result of CONTRACTOR's failure to make such required payments. Upon demand, CONTRACTOR shall provide CLIENT with proof that such payments have been made.

EQUIPMENT & MEANS OF SERVICE. CONTRACTOR is responsible for providing all of his/her own equipment with which to complete the services contemplated by this Agreement. The CLIENT may, in its sole discretion, provide certain equipment if deemed necessary for a particular assignment or task without thereby creating a duty on CLIENT's part to do so again in the future. CONTRACTOR has the sole right to control and direct the means, manner, and method by which the services required herein will be performed. CONTRACTOR shall select the routes taken, days he/she is available to work, and manner in which the work is to be performed. The CONTRACTOR shall not receive any training from CLIENT in the professional skills necessary to perform the services required by this Agreement. Any directions or advice provided to the CONTRACTOR regarding the Description of Services shall be considered a suggestion only and not an instruction.

COMPENSATION. In consideration for the services to be performed by the CONTRACTOR, CLIENT hereby agrees to pay CONTRACTOR as follows:

Compensation Terms: The compensation will be based on completion of work.

Total Compensation Amount:

Clean Up: \$18,500

(Main Street - General One-Time Clean Up, \$3,750. Connally Road - General One-Time Clean Up, including fence line

\$5,500. Elam Church Road - General One-Time Clean Up, \$9,250).

Monthly Regular Maintenance: \$3,950

(Main Street - Monthly Regular Maintenance, \$1,200 (\$600 every two weeks). Connally Road - Monthly Regular Maintenance - \$1,750 (\$875 every two weeks). Elam Church Road - Monthly Regular Maintenance - \$1,000 (\$500 every two weeks)).

Said compensation shall become due and payable to the CONTRACTOR upon receipt of an invoice by the CLIENT. The invoice must include the following information: (a) an invoice number; (b) the dates or assignments covered by the invoice; and (c) a description of the work performed. CONTRACTOR's invoices shall be payable pursuant to the following schedule and method:

Compensation Schedule: By the 30th of each month.

Compensation Method: Check

EXPENSES. CONTRACTOR shall be responsible for all expenses incurred while performing services under this Agreement. This includes but is not limited to, automobile, truck, and other travel expenses; vehicle maintenance and repair costs; vehicle and other license fees and permits; insurance premiums; road, fuel, and other taxes; fines; radio, pager, or cell phone expenses; meals; and all salary, expenses, and other compensation paid to employees or contract personnel the CONTRACTOR hires to assist on the work contemplated by this Agreement.

CONTRACTOR'S REPRESENTATIONS AND WARRANTIES. The CONTRACTOR hereby represents that s/he has complied with all Federal, State and local laws regarding business permits, licenses, reporting requirements, tax withholding requirements, and other legal requirements of any kind that may be required to carry out the services contemplated by this Agreement and shall provide proof of same upon request by the CLIENT. The CONTRACTOR also represents and warrants that his/her relationship with the CLIENT will not cause or require that s/he breach any obligation or confidence related to any confidential, trade secret and/or proprietary information of any other person, company or entity. Furthermore, the CONTRACTOR acknowledges that s/he has not brought and will not bring or use in the performance of his or her duties for the CLIENT any proprietary or confidential information, whether or not in writing, of a former contracted company or other entity without that entity's written permission or authorization. The breach of this condition shall result in automatic termination of the relationship as of the time of the occurring breach.

DEFINITION OF "PROPRIETARY INFORMATION." For the purpose of this Agreement, "Proprietary Information" shall include, but is not limited to, any information, observation, data, written materials, records, documents, drawings, photographs, layouts, computer programs, software, multi-media, social media, firmware, inventions, discoveries, improvements, developments, tools, machines, apparatus, appliances, designs, work products, logo, system, promotional ideas and material, customer lists, customer files, needs, practices, pricing information, process, test, concept, formulas, method, marketing information, technique, trade secrets, products and/or research related to the actual or anticipated research development, products, organization, marketing, advertising, business or finances of the CLIENT, its affiliates, subsidiaries or other related entities. The CONTRACTOR herein acknowledges that the CLIENT has made, or may make, available to the CONTRACTOR its Proprietary Information including, without limitation, trade secrets, inventions, patents and copyrighted materials. The CONTRACTOR acknowledges that this information has economic value, actual or potential value, that is not generally known to the public or to others who could obtain economic value from its disclosure or use, and that this information is subject to a reasonable effort by the CLIENT to maintain its secrecy and confidentiality. The CONTRACTOR shall comply with any reasonable rules established from time to time by the CLIENT for the protection of the confidentiality of any Proprietary Information.

OWNERSHIP OF PROPRIETARY INFORMATION. All rights, title and interest of any kind and nature whatsoever, in and to the Proprietary Information made, written, discussed, developed, secured, obtained or learned by the CONTRACTOR during the term of this Agreement and for 2 years immediately following its termination, shall be the sole and exclusive property of the CLIENT for any purpose or use as it deems necessary or fit. Furthermore, the CONTRACTOR shall promptly and fully disclose to the CLIENT, in confidence and in writing, (i) all Proprietary Information that the CONTRACTOR creates, conceives or reduces to practice, either alone or in conjunction with others, during the term of this Agreement, and (ii) all patent applications and copyright registrations filed by the CONTRACTOR within 1 year after the termination of this Agreement, including, but not limited to, the materials and methodologies involved in same. The covenants set forth in the preceding sentences shall apply regardless of whether the Proprietary Information is made, written, discussed, developed, secured, obtained or learned (i) solely or jointly with others; (ii) during the usual hours of work or otherwise; (iii) at the request and upon the suggestion of CLIENT or otherwise (iv) with CLIENT's materials, tools, instruments, or (v) on CLIENT's premises or otherwise. The CONTRACTOR irrevocably appoints the CLIENT to act as the CONTRACTOR's agent, representative and attorney-in-fact to

perform all acts necessary to obtain and/or maintain patents, copyrights, trade-marks and similar rights to any Proprietary Information assigned by the CONTRACTOR to the CLIENT under this Agreement. The CONTRACTOR acknowledges that the grant of the foregoing power of attorney shall survive the death or disability of the CONTRACTOR. There is nothing contained within this Agreement that shall be construed to preclude the CLIENT from exercising any and all of its rights and privileges as sole and exclusive owner of all the Proprietary Information owned by or assigned to the CLIENT under the provisions of this Agreement. The CLIENT, in exercising such rights and privileges with respect to any particular item of Proprietary Information, may decide not to file any patent application or copyright registration on said Proprietary Information, may decide to maintain said Proprietary Information secret and confidential, or may decide to abandon said Proprietary Information, or dedicate it to the public. The CONTRACTOR shall have no authority to exercise any rights or privileges with respect to the Proprietary Information herein described that is owned by or assigned to the CLIENT.

OWNERSHIP OF SOCIAL MEDIA. The CLIENT shall have sole ownership over any social medial contacts acquired throughout the CONTRACTOR's term of service, including, but not limited to: "followers" or "friends" which may be or have been acquired through such accounts as email addresses, blogs, Twitter, Facebook, YouTube or any other social media network that has been used or created on behalf of the CLIENT.

RETURN OF PROPRIETARY INFORMATION. Any and all documents, records and books which may be related to the Description of Services as set forth in this Agreement, or any other Proprietary Information shared with CONTRACTOR, shall be maintained by the CONTRACTOR at his/her principal place of business and be open to inspection by the CLIENT during regular working business hours. The documents, records and books which the CLIENT shall have the right to inspect and receive copies of include, but are not limited to, any and all contract documents, any change or purchase orders, and any other items related to the work which has been authorized by the CLIENT on an existing or a potential project related to the services contemplated by this Agreement. Upon termination of this Agreement, or upon the request of CLIENT, the CONTRACTOR shall promptly and immediately deliver to CLIENT any and all property in its possession or under its care and control, including but not limited to, documents, records, or books, or any other Proprietary Information such as customer names and lists, trade secrets and intellectual property, or items such as computers, equipment, pass keys, tools, plans, recordings, software, and all related records or accounting/financial information. CONTRACTOR acknowledges that any breach or threatened breach of this Section of the Agreement will result in irreparable harm to CLIENT for which monetary damages could be an inadequate remedy. Therefore, CLIENT shall be entitled to equitable relief, including an injunction, in the event of such breach or threatened breach by CONTRACTOR as outlined in this Agreement. Such equitable relief shall be in addition to CLIENT's rights and remedies otherwise available at law.

CONFIDENTIALITY CLAUSE. Except as otherwise essential to the CONTRACTOR's obligations in accordance with this Agreement, the CONTRACTOR shall not make any disclosure or divulge any aspect of this Agreement, including the terms and conditions hereof, or any of the Proprietary Information contemplated herein, except as considered essential to the CONTRACTOR's obligations in accordance to his/her relationship with the CLIENT. The CONTRACTOR shall not make any duplication or other copy of any Proprietary Information without prior written authorization from the CLIENT. The CONTRACTOR also shall not remove any Proprietary Information, property or documents, without obtaining prior consent or authorization from CLIENT. The CONTRACTOR shall have the affirmative duty to notify each person to whom any disclosure is made that such disclosure was made in confidence and shall be kept in confidence by that individual, and that said individual shall be legally bound by the provisions of this Agreement to the same extent as the CONTRACTOR. Moreover, the CONTRACTOR agrees not to reveal any of this information to anyone, nor to use this information to the detriment of CLIENT in any way. Failure on CONTRACTOR's part to comply with this Section shall constitute a breach of this Agreement and entitle CLIENT to all remedies under the law as well as those specifically outlined in this Agreement.

PATENT APPLICATIONS. Excluded from this Agreement are any inventions and/or improvements which are related to the CLIENT's business that were made by the CONTRACTOR prior to commencement of this Agreement as follows: (i) as embodied in the United States Letters Patent or any application for a United States Letters Patent that was filed prior to commencement of this Agreement; or (ii) one in the possession of a former company who has already applied and who now owns the invention; or (iii) as set forth in any attachment hereto. Except as otherwise noted on the back of the signature page hereof, there are no inventions heretofore made or conceived by the CONTRACTOR that s/he deems to be excluded from the scope of this Agreement and CONTRACTOR hereby releases the CLIENT from any and all claims by the CONTRACTOR by reason of any use by CLIENT of any invention heretofore made or conceived by the CONTRACTOR.

EXCLUSIVITY, MARKETING AND ADVERTISING. CONTRACTOR understands that while working on an assignment provided by CLIENT he/she represents CLIENT and not any other business, including his/her own business. While on assignment for CLIENT, CONTRACTOR shall not advertise his/her own business, shall not solicit work for him/herself, and shall only distribute CLIENT's business cards, name, and marketing materials. While not on one of CLIENT's assignments, CONTRACTOR may pursue other work for him/herself as long as it does not directly compete with CLIENT as described in this Agreement.

COVENANT NOT TO COMPETE. At no time during the term of this Agreement, and for a period of 3 years after the termination of this Agreement, shall CONTRACTOR engage in any business activity which directly competes with CLIENT nor work for any company which directly competes with CLIENT. For the purpose of this paragraph, competitive activity shall include but not be

limited to, forming and/or making plans to form a business entity that may be seen as being competitive with any business of the CLIENT. This, however, in no way prevents the CONTRACTOR from seeking or obtaining employment or any other form of business relationship with a competitor after termination of this Agreement, so long as such competitor was in existence prior to the termination of the relationship with the CLIENT. In addition, during and after the CONTRACTOR's service period with the CLIENT in the State of Georgia, and for a period of 3 years following termination of this Agreement, the CONTRACTOR shall not seek or gain employment with any newly formed business (business formed after termination of this Agreement) that is in competition with the CLIENT, its subsidiaries or affiliates within or within a mile radius of the CLIENT and its aforementioned business location.

CLIENT'S RIGHT TO SUSPEND OR ALTER WORK. The CLIENT reserves the right to inspect, stop and/or alter the work of the CONTRACTOR at any time to assure its conformity with this Agreement and the CLIENT's needs. At any time, the CLIENT may, without cause, direct the CONTRACTOR, by way of providing 60 Days days prior written notice, to suspend, delay or interrupt work or services pursuant to this Agreement, in whole or in part, for such periods of time as the CLIENT in its sole discretion may see fit or necessary. Any such suspension shall be effected by the delivery of a written notice to the CONTRACTOR of said suspension specifying the extent to which the performance of the work or services under this Agreement is suspended, and the date upon which the suspension becomes effective. The suspension of work and/or services shall be treated as an excusable delay. Moreover, if at any time the CLIENT believes that the CONTRACTOR may not be adequately performing its obligations under this Agreement or may be likely to fail to complete their work/services on time as required, then the CLIENT may request from the CONTRACTOR provide written assurances of performance and a written plan to correct observed deficiencies in performance. Any failure to provide such written assurances constitutes grounds to declare a default under this Agreement.

TERMINATION. Either party may terminate this Agreement in whole or in part, whenever they shall determine that termination is in their best interest. Termination shall be effected by providing 60 Daysdays written notice of termination specifying the extent to which performance of the work and/or services under this Agreement is terminated, and the date upon which such termination shall become effective. The CONTRACTOR shall then be entitled to recover any costs expended up to that point, but no other loss, damage, expense or liability may be claimed, requested or recovered except as provided in this Agreement. In no event shall the CLIENT be liable for any costs incurred by or on behalf of the CONTRACTOR after the effective date of the notice of termination. The termination pursuant to the provisions contained within this paragraph shall not be construed as a waiver of any right or remedy otherwise available to the CLIENT. In addition, if the CONTRACTOR is convicted of any crime or offense, fails or refuses to comply with the written policies or reasonable directive of CLIENT, is guilty of serious misconduct in connection with performance hereunder, or materially breaches any provisions of this Agreement, the CLIENT may terminate the engagement of the CONTRACTOR immediately and without prior written notice.

EXECUTION. During and throughout the duration of this Agreement, and upon the request of and without any compensation other than that which is herein contained, the CONTRACTOR shall execute any documents and take action which the CLIENT may deem necessary or appropriate to ensure the implementation of all the provisions of this Agreement, including without limitation, assisting the CLIENT in obtaining and/or maintaining any patents, copyrights or similar rights to any Proprietary Information assigned and allocated to the CLIENT. The CONTRACTOR further agrees that the obligations and undertakings herein stated within this section shall continue beyond termination of this Agreement. Should the CONTRACTOR be called upon for any such assistance after termination, then the CONTRACTOR shall be entitled to fair and reasonable payment in addition to reimbursement of any expenses which may have been incurred at the request of the CLIENT. The CONTRACTOR nevertheless agrees to execute and deliver any agreements and documents prepared by the CLIENT and to do all other lawful acts required to establish, document and protect such rights.

INJUNCTIVE RELIEF. CONTRACTOR hereby acknowledges (i) the unique nature of the protections and provisions established and contained within this Agreement; (ii) that the CLIENT will suffer irreparable harm if CONTRACTOR were to breach any of said protections or provisions or his/her obligations under this Agreement; and (iii) that monetary damages may be inadequate to compensate the CLIENT for such a breach. Therefore, if CONTRACTOR were to breach any of the provisions of this Agreement, then CLIENT shall be entitled to injunctive relief, in addition to any other remedies at law or equity, to enforce such provisions.

LIABILITY. CONTRACTOR warrants and acknowledges that he/she shall be liable for any loss or any other financial liability suffered by CLIENT due to CONTRACTOR's failure to perform an assignment as contemplated by this Agreement. Other than a documented medical emergency or an "Act of Nature" beyond CONTRACTOR's control, CONTRACTOR shall be solely responsible for any loss caused by CONTRACTOR's failure to perform. In addition, CLIENT shall not be liable for any loss or damage to CONTRACTOR's equipment under the terms of this Agreement. CONTRACTOR's equipment shall be CONTRACTOR's sole and exclusive responsibility.

INDEMNIFICATION. The CONTRACTOR shall defend, indemnify, hold harmless, and insure the CLIENT from any and all potential damages, expenses or liabilities which may result from or arise out of any negligence or misconduct on part of the CONTRACTOR, or from any breach or default of this Agreement which may be caused or occasioned by the acts of the CONTRACTOR. The CONTRACTOR shall also insure that all of its employees and affiliates take all actions necessary to

comply with all the terms and conditions established and set forth in this Agreement.

NOTICES. Any and all notices, which may be required hereunder by any party to the other party, shall be executed by either personal delivery in writing, or by mail, registered or certified, postage pre-paid with a return receipt requested. Mailed notices must be addressed to the parties at the addresses contained in this Agreement. However, each party may change their address, thus requiring written notice of such change of address in accordance with this section. Any hand delivered notice shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated after five (5) days of mailing. The CONTRACTOR herein agrees to keep the CLIENT informed of any change of business and/or mailing addresses, as well as telephone, facsimile, email or any other relevant means of contact and communication.

CONTINUING EFFECTS. The CONTRACTOR's obligations with regards to all trade secrets and confidential information contained in this Agreement, shall continue to be in effect beyond the scope of the relationship as aforementioned, and said obligations shall continue to be binding upon not only the CONTRACTOR, but also the spouse, affiliates, assigns, heirs, executors, administrators and/or other legal representatives as well.

CHOICE OF LAW. This Agreement is to be construed pursuant to the current laws of the State of Georgia without giving effect to any conflict of laws principle. Jurisdiction and venue for any claim arising out of this Agreement shall be made in the State of Georgia, in the County of Fulton.

MEDIATION, LITIGATION & ARBITRATION. If a dispute arises out of or relates to this Agreement, or the alleged breach thereof, and if the dispute is not settled through negotiation, the parties agree first to try in good faith to settle the dispute through mediation. The mediation process shall be administered by the Georgia Mediation Services, or another administrator mutually agreed between the parties, and shall be a condition precedent to resorting to arbitration, litigation, or some other dispute resolution procedure. If the mediation process is unsuccessful, either party shall have the option of seeking either arbitration or filing a legal action in a court of competent jurisdiction. If the aggrieved party seeks arbitration, then the dispute shall be submitted to binding arbitration by the American Arbitration Association in accordance with the Association's commercial rules then in effect. The arbitration shall be conducted in the state of Georgia and shall be binding on both parties. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction to do so. Costs of arbitration, including attorney fees, will be allocated by the arbitrator. If, alternatively, the aggrieved party seeks to file an action in court, then the action must be brought a court of competent jurisdiction in the State of Georgia.

ENTIRE UNDERSTANDING. This document and any schedules attached hereto constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and carry no further force or effect. This Agreement shall be considered a separate and an independent document of which it shall supersede any and all other Agreements, either oral or written, between the parties hereto, except for any separately signed Confidentiality, Trade Secret, Non-Compete or Non-Disclosure Agreements to the extent that these terms are not in conflict with those set forth herein.

HEADINGS. The headings of the sections of this Agreement are inserted for convenience only and shall not be deemed to constitute part of this Agreement or to affect the construction thereof.

SEVERABILITY. If any part of this Agreement is determined to be void, invalid, inoperative or unenforceable by a court of competent jurisdiction or by any other legally constituted body having jurisdiction to make such determination, such decision shall not affect any other provisions hereof and the remainder of this Agreement shall be effective as though such void, invalid, inoperative or unenforceable provision had not been contained herein.

MODIFICATIONS OR AMENDMENTS. No amendment, change or modification of this Agreement shall be valid unless in writing and signed by both parties hereto with the same degree of formality as this Agreement.

COUNTERPARTS. This Agreement, at the discretion of the parties herein, may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute a single integrated document.

WAIVER. If either party fails to enforce any provision contained within this Agreement, it shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

DRAFTING AMBIGUITIES. All parties to this Agreement have reviewed and had the opportunity to revise this Agreement, and have had the opportunity to have legal counsel review and or revise this Agreement. The rule of construction that ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or of any amendments or exhibits herein.

COPIES. Both the CONTRACTOR and the CLIENT hereby acknowledges that they have received a signed copy of this

Agreement.

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

DocuSigned by:
Bruce Robinson
A1C088E2C52646E...

Bruce Robinson

Email brobinson@forestparkga.gov

City of Forest Park

Phone 4044303034

Tara Opie, CFO | Worldscapes LGP, LLC

Email: Tarak@worldscapesllc.com

Phone: 404.918.2831

Andre Mayfield, Director of Operations | Worldscapes LPG, LLC

Email: Andre@worldscapesllc.com

Phone: 404.399.3362

United Consulting Group Ltd., 625 Holcomb Bridge Road, Norcross, GA 30071

Estimated Amount: \$100,000.00

General Fund

Mrs. Adams explained that a formal Request for Proposal (RFP) was issued, and the evaluation committee conducted a thorough scoring process. The two highest-scoring vendors emerged with nearly identical totals, separated by only a point or half a point. Both firms were interviewed, and the scores remained tied. Given the varying types of services needed by the Planning and Public Works Departments, the evaluation committee unanimously agreed to recommend awarding contracts to both vendors to ensure flexibility in meeting the departments' future project needs.

Comments/Discussion from Governing Body:

Councilmember Gunn commended staff on their thorough evaluation process. She noted that she had reviewed the evaluation tabulation and was impressed by how the grading criteria were applied to select the best-qualified vendor. She expressed her appreciation for the in-depth and transparent work.

**11. Council Discussion on Cemetery Maintenance: Consideration of Service Reallocation Options-
Public Works Department**

Background/History:

The City of Forest Park currently oversees the landscape maintenance of the following cemeteries:

- Main Street at Phillips Dr – City-owned
- Conley Road Cemetery – Privately owned by the Forest Park Lodge of Odd Fellows
- Elam Church Road Cemetery – Privately owned by Elam Church Cemetery

All three sites are being serviced under contract by World Scope LLC, with approximately three months remaining in their current agreement. (Balance left: \$3950 X 3 = \$11,850)

Public Works is seeking direction on whether the City should continue maintaining the privately owned cemeteries at Conley Road and Elam Church Road. If the Council decides not to continue maintaining the private sites, we recommend reallocating World Scope's services to prioritize high-visibility corridors such as Jonesboro Road and Old Dixie Highway, and Forest Parkway that impact residents and visitors daily, while ensuring continued stewardship of City-owned assets.

Director Matthews stated that an assessment had identified three cemeteries within the city, two (2) privately owned and one city-owned. He recommended reallocating Worldscapes to maintain high-visibility corridors, which currently take Public Works longer to address. The reallocation would utilize the remaining three months of the Worldscapes contract to ensure those areas remain in better condition.

Comments/Discussion from Governing Body:

Councilmember James noted that several years ago, the City had considered options for the Conley Road Cemetery, including whether it could be designated a historic cemetery or possibly condemned. She admitted she couldn't recall all the details of those discussions and requested that Mr. Clark follow up and provide additional information on the status and any feasible next steps for the site. Mr. Clark, Jr.,

acknowledged that the conversation regarding the cemetery had occurred under a previous administration. He suggested that there should be a broader discussion about what managing a cemetery entails, noting that he and Attorney Matricardi have had positive and negative experiences in that area. He emphasized that this is a matter worth considering. Regarding the current item, he clarified that he had asked Director Matthews to place it on the agenda specifically to seek direction from the governing body on how to proceed with the city's cemeteries, and he committed to providing the requested information.

Councilmember Akins-Wells expressed her longstanding position on the issue, recalling prior discussions and stating that she has never believed the City should be in the business of managing cemeteries. She emphasized that municipal employees should not be responsible for cemetery upkeep and noted that, in her view, this is not a typical function of local government. While acknowledging that she generally does not favor outsourcing all services, she stated that if the City is contracting with a landscaping company, the focus should be on areas that directly impact residents, not cemeteries. She urged her colleagues to support removing cemetery maintenance from staff responsibilities, reiterating that it didn't make sense in the past and still doesn't.

Mr. Clark Jr. asked Attorney Matricardi for clarification, noting that the City should not be responsible for maintaining privately owned property, particularly cemetery maintenance. She sought confirmation on whether continuing such services would be improper from a legal or procedural standpoint. Attorney Matricardi clarified that using public funds to maintain privately owned cemeteries would technically constitute a gratuity unless the City receives a substantial benefit in return. Generally, public funds should not be used to maintain private property.

Mr. Clark Jr. noted that the City has been unable to locate records indicating when or why the cemetery maintenance began. He said it may have initially responded to property owners neglecting upkeep, but he emphasized that the City cannot continue this practice. He brought the matter before the governing body to receive formal direction.

Councilmember Akins-Wells expressed concern regarding a past incident where a City employee was terminated for cutting a senior resident's yard, which she viewed as a good deed. She highlighted the inconsistency in allowing City staff to maintain privately owned cemeteries while penalizing an employee for assisting a resident. She stated that if the City uses staff to maintain private property, that employee deserves to be rehired.

Councilmember Gutierrez expressed concern about the potential consequences of discontinuing City maintenance of the cemeteries, particularly the one on Conley Road, which historically served as a "colored cemetery." Councilmember Gutierrez emphasized that while the City may need to discontinue maintaining private properties, these sites are still integral to the community and carry significant historical value. He encouraged the Council to explore a sustainable solution or develop a transition plan, such as identifying a responsible party to assume upkeep, rather than allowing the cemeteries to fall into disrepair. He stressed the importance of preserving and honoring the legacy of those laid to rest in these spaces.

Councilmember Akins-Wells expressed that although the City may need to step away from maintaining private cemeteries, the properties hold significant value to the community and should not be left to deteriorate. She emphasized the need for the Council to work toward a viable solution, whether by identifying a responsible party or creating a plan to transition care, rather than allowing these historic spaces to fall into neglect. She echoed the importance of honoring the legacy of those buried there and ensuring the sites remain respected as part of the city's cultural and historical fabric.

Mr. Clark Jr. confirmed with Director Matthews that City employees are no longer responsible for cutting the cemetery lots; a private company is now handling this work. She acknowledged that while City staff had previously performed the maintenance, that is no longer true.

Councilmember James sought clarification, asking whether the current direction is to discontinue extending the contract for cemetery maintenance. She emphasized the need for clear guidance from the Council on whether the private contractor would continue cutting the grass at these locations or if that responsibility would end.

Mr. Clark Jr. responded that continuing cemetery maintenance would require legal guidance. He noted that Attorney Matricardi would need to explain the lawful process and conditions under which the City could proceed, should the Council choose to take that direction. Attorney Matricardi explained that if the city wished to continue maintaining privately owned cemeteries, it would be necessary to record the substantial benefit to the City. She noted that such a benefit could include factors like aesthetics, especially if the property's condition negatively impacts the appearance of the surrounding area or serves as a deterrent to visitors or residents entering the City.

Councilmember James noted that the Forest Park Lodge and the Odd Fellows organization no longer exist, and the multiple lots that comprise the historically designated "colored cemetery" referenced in the community mural also no longer have active ownership or management. She explained that a few living descendants had petitioned the City for help in the past, as the site had become severely overgrown. At the time, the City explored the possibility of condemnation, not to assume responsibility as a funeral service operator, but to preserve and maintain the cemetery due to its historical significance. She recommended gathering more background information to help determine a responsible path forward.

Mr. Clark Jr. inquired if individuals were being buried there. He noted that someone must manage lot sales at the cemetery, as graves are still being opened for burials. He emphasized that a funeral home would not conduct a burial unless arrangements were made to prepare the site, suggesting that someone is facilitating these services and likely profiting from them. This indicates that ownership or oversight of the property still exists.

Councilmember James stated that, to the best of her recollection, there may no longer be any burial space at the site. However, she noted she would need to revisit previous records to confirm. She acknowledged that it has been a long time since the matter was last reviewed.

Councilmember Gutierrez expressed concern about abandoning the maintenance of the cemetery, acknowledging its historical significance, particularly as a place where people were buried during a time of segregation. He stated he would be open to establishing a volunteer committee or finding an alternative solution. Still, he supports continuing maintenance until a concrete plan is in place.

Councilmember Akins-Wells stated that while she understands the cemetery's emotional and historical concerns, she does not support continued maintenance if it is not something the City is legally authorized to do. She acknowledged Attorney Matricardi's effort to justify, but emphasized that managing cemeteries falls outside the City's scope. She recalled discussions about placing the site on the historic registry, which did not move forward due to unmet criteria. She suggested involving the community to assess interest in forming a volunteer group, noting it could be an opportunity to foster unity through shared responsibility.

12. **Council Discussion on the City's Renewal for Property Casualty and Liability Insurance- Executive Office**

It was motioned to approve a Resolution to enter into a contract with Mr. Dee's Electric Service, LLC, Shalom Visionary Strategies, and Capital City Electrical Services, LLC for On-Call Electrical Services and Repair (Annual Contract)

Motion made by Councilmember Akins-Wells, Seconded by Councilmember James.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

12. Council Approval to enter into a contract with Falcon Design Consultants and United Consulting Group Ltd. for Geo-technical Environmental Services- Procurement/Planning & Development and Public Works Departments

It was motioned to approve enter into a contract with Falcon Design Consultants and United Consulting Group Ltd. for Geotechnical Environmental Services.

Motion made by Councilmember James, Seconded by Councilmember Gunn.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

13. Council Approval of a Resolution on Cemetery Maintenance: Consideration of Service Reallocation Options– Public Works Department

It was motioned to table a Resolution on Cemetery Maintenance: Consideration of Service Reallocation Options.

It was motioned to table this item.

Motion made by Councilmember James, Seconded by Councilmember Gutierrez

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

14. Council approval of the City's participation in the Georgia Initiative for Community Housing, including program requirements, benefits and alignment with local housing goals.

It was motioned to approve the City's participation in the Georgia Initiative for Community Housing, including program requirements, benefits, and alignment with local housing goals.

Motion made by Councilmember James, Seconded by Councilmember Gunn.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

15. Council Approval of the City's Property Casualty and Liability Insurance Coverage for Fiscal Year 2025-2026.

It was motioned to approve the city's Property Casualty and Liability Insurance Coverage for Fiscal Year 2025-2026.

Motion made by Councilmember Akins-Wells, Seconded by Councilmember James.

Voting Yea: Councilmember James, Councilmember Gunn, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

Councilwoman Akins-Wells stated that although the city already has many daycare facilities, she supports business development. Her primary concern was ensuring that the added condition would not delay or create a barrier for the incoming tenant.

Attorney Matricardi explained that the condition would likely result in a delay, as either the property owner would need to cover the cost of the parking improvements or require the applicant to do so. She noted that until the parking requirement is satisfied, the site would not comply, and the applicant would not be permitted to begin operating the business.

Councilmember Akins-Wells stated that she would not withdraw her motion.

The motion failed.

Voting Yea: Councilmember Mears

Voting Nay: Councilmember James, Councilmember Akins-Wells

Voting in Abstention: Councilmember Gutierrez

City Manager Mr. Clark noted that even if a new applicant were to come in, they would still be required to comply with the City's current parking standards as outlined in the zoning ordinance. He remarked that the issue may be a moot point, as adherence to those standards would be mandatory regardless.

Attorney Matricardi stated that the Planning Commission recommended waiving the enforcement of the parking requirements in this particular instance, as they did not want to delay the applicant's opening of their business.

The motion was made by Councilmember James to table until all governing body members had a chance to look at the property, seconded by Councilmember Gutierrez.

Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

CONSENT AGENDA: (All Consent Agenda Items have been Approved)

6. **Council Approval of a Resolution Authorizing a Memorandum of Understanding (MOU) with RightSite Health Services - Fire and EMS Department**

OLD BUSINESS:

7. **Council Approval of a Resolution Authorizing Blanket Purchase Orders for Cooperative Contracted Vendors: MES, BoundTree, and Bennett Fire - Fire & EMS Services (Moved to the Consent Agenda)**
8. **Council Approval of a Resolution Authorizing Cemetery Maintenance and Consideration of Service Reallocation Options- Public Works Department**

It was motioned to continue the contract on a month-to-month basis.

The motion was made by Councilmember James and seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

NEW BUSINESS:

9. Council Approval on the City Center Project Funding - Finance/Executive Departments

It was motioned to table this item until the November 4th election.

The motion was made by Councilmember Akins-Wells and seconded by Councilmember Gutierrez.

Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

10. Council Approval of a Resolution Authorizing the 2026 SPLOST Project List- Finance Department

It was motioned to approve a Resolution Authorizing the 2026 SPLOST Project List.

The motion was made by Councilmember James and seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

11. Council Approval of a Resolution to create an Impact Fee Program, Capital Improvements Element, and discuss the creation of the Development Impact Fee Advisory Committee- PCD Department

(Public Hearing Item)

There were no speakers in favor.

There were no speakers in opposition.

It was motioned to approve a Resolution to create an Impact Fee Program, Capital Improvements Element, and discuss the creation of the Development Impact Fee Advisory Committee.

The motion was made by Councilmember James and seconded by Councilmember Mears.
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears.

It was motioned to close the Public Hearing and enter back into the work session meeting.

The motion was made by Councilmember Akins-Wells and seconded by Councilmember James.

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).

City Council Agenda Item

Subject: URA Boundary Expansion

Request:

Staff is requesting that the City Council review and approve the proposed expansion of the Urban Redevelopment Area (URA) boundaries. Approval of the expanded URA boundaries will provide the City and Urban Redevelopment Agency with a framework to address blighted and underutilized properties, pursue catalytic redevelopment opportunities, support corridor revitalization along Forest Parkway and Jonesboro Road, and advance future economic development and redevelopment initiatives within the City of Forest Park.

Submitted By: Rochelle B. Dennis, Economic Development Director

Date Submitted: May 29, 2026

Council Meeting Date: June 1, 2026

Background/History:

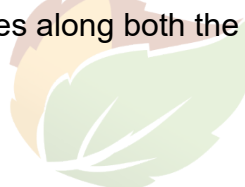
To promote revitalization and sustainable economic growth, the City of Forest Park's Urban Redevelopment Agency (URA) engaged TSW to prepare a strategic plan for the City's Urban Redevelopment Area. The planning process began with an evaluation of the existing URA boundaries and included recommendations for expansion informed by development pattern analysis and URA staff input. Within the expanded study area, four potential sites were identified as candidates for future redevelopment. Following a comprehensive review, the URA and TSW collaboratively selected one site for detailed concept planning to establish a clear and actionable vision for catalytic development.

During the planning process, the consultant team (TSW) met with City staff in January for an initial consultation to outline the project scope and schedule, which spans from January through the end of 2025.

Sources of data and information used in preparing this plan included: Forest Park and Clayton County GIS data; Clayton County Board of Assessors records; Field observations; Input from URA members and City staff

The existing Urban Redevelopment Area (URA) in Forest Park is centered along Forest Parkway, extending from Old Dixie Road (US 41) to Ash Street. It encompasses the downtown area between Forest Parkway and Main Street/ Hill Street to the north, as well as the City Hall blocks and Starr Park to the south. In total, the existing URA covers approximately 122 acres.

To address blighted properties and support revitalization more effectively along the Jonesboro Road corridor—a major commercial spine within the City—the URA initiated an evaluation of potential boundary expansions. This process began with a windshield survey and mapping analysis to assess current development patterns and land uses along both the Forest Parkway and Jonesboro Road



corridors. Blighted properties were identified by City staff and the consultant team and mapped within the context of these two primary corridors.

The expanded area encompasses properties fronting Forest Parkway and Main Street—from the City’s western limits to Jonesboro Road—and includes commercial parcels along Jonesboro Road extending north to the City limits. In total, the expanded URA area covers approximately 512 acres.

Cost:

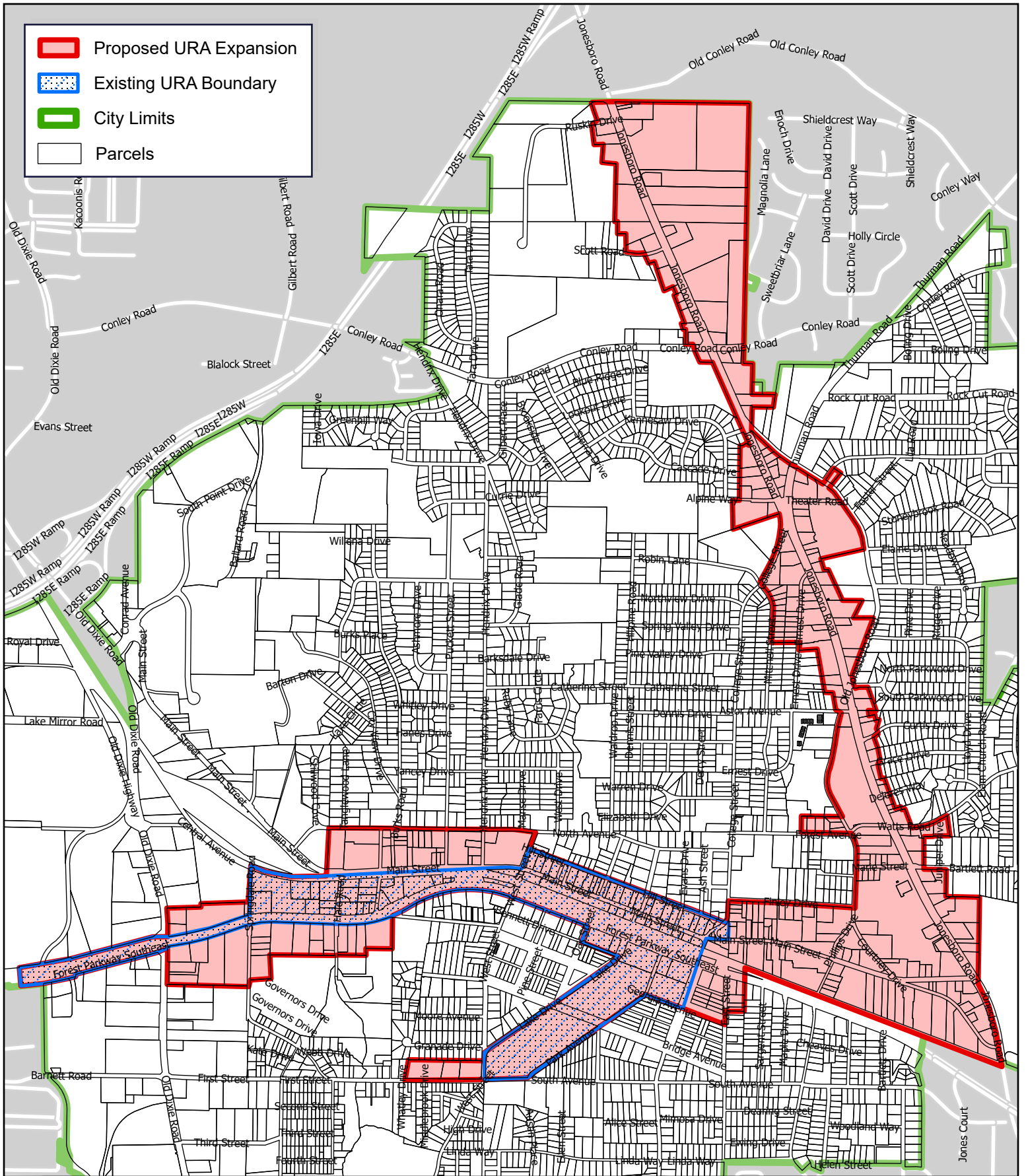
Budgeted for: **N/A** Yes No

Financial Impact: TBD

Action Requested from Council:

To approve the Urban Redevelopment Agency boundary expansion request.





PROPOSED URA EXPANSION

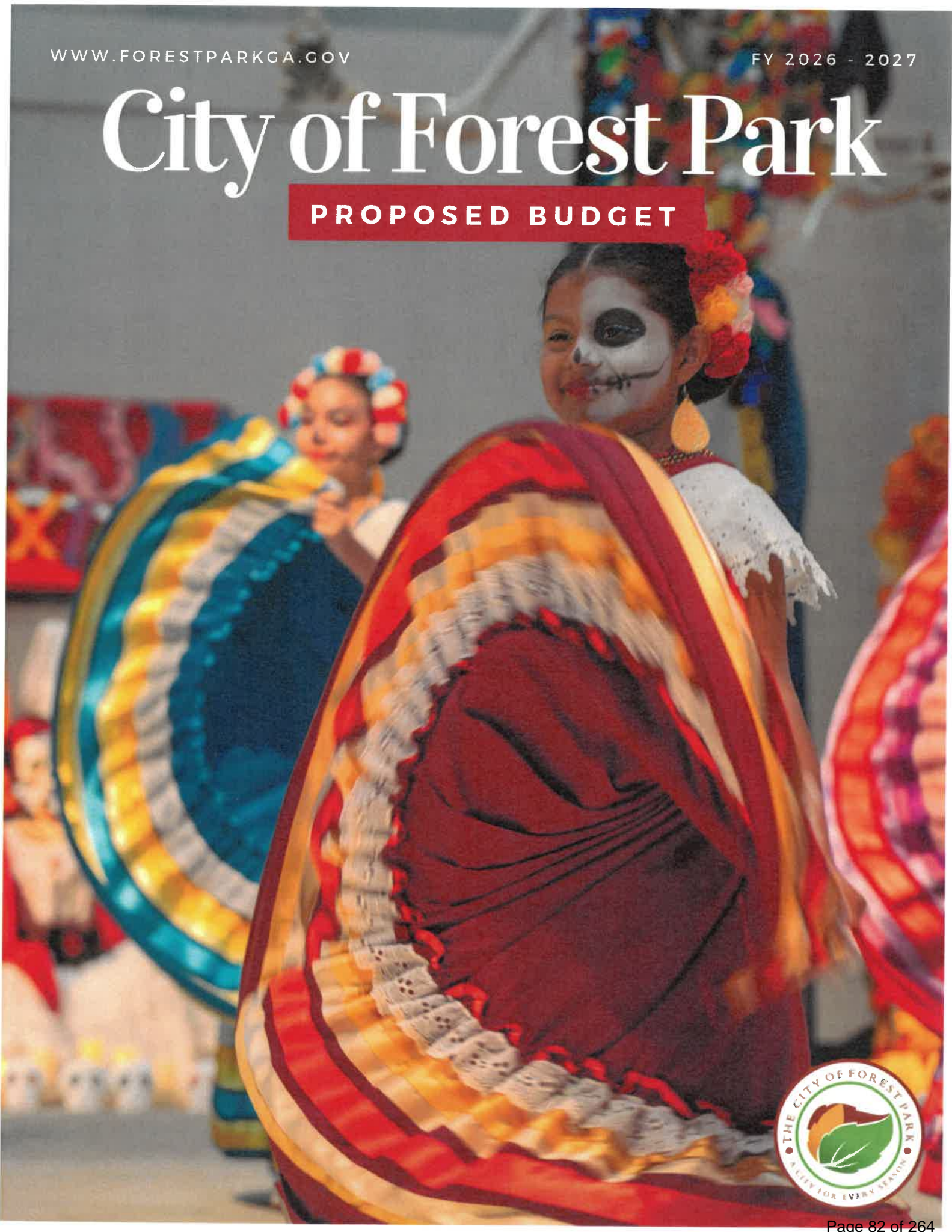
City of Forest Park, GA

January 2026



City of Forest Park

PROPOSED BUDGET





CITY OF
FORESTPARK

Table of Contents

A GUIDE TO YOUR BUDGET

HISTORY.....	4
FORM OF GOVERNMENT.....	5
BUDGET GUIDE.....	6
Q&A.....	7
BUDGET MESSAGE.....	8
PROJECTED REVENUES & EXPENDITURES SUMMARY.....	14
LEGISLATIVE OFFICE.....	19
EXECUTIVE OFFICES.....	22
FINANCE.....	26
MUNICIPAL COURT.....	31
INFORMATION TECHNOLOGY.....	36
HUMAN RESOURCES.....	41
ECONOMIC DEVELOPMENT.....	46
CITY CLERK.....	50
POLICE.....	54
RECREATION & LEISURE.....	67
PUBLIC WORKS.....	72
PLANNING & COMMUNITY DEVELOPMENT.....	79
FIRE & EMERGENCY SERVICES.....	84
SANITATION ADMINISTRATION.....	96
SPECIAL FUNDS & SPLOST FUNDS.....	99
PROPOSED POSITIONS.....	102
CAPITAL IMPROVEMENTS.....	104

FOREST PARK *History*

The City of Forest Park is located in the Metro Atlanta area in Clayton County. Forest Park is the largest city in Clayton County with a diverse population of close to 20,000 residents per the 2020 census.

The city...



The City of Forest Park was settled in the 1820s and incorporated in August 1908 as "Astor," Georgia. Astor served as a wood and water stop for the Central Georgia railroad for steam locomotive trains traveling in and out of Atlanta.

The railroad

The Railroad later renamed the city to "Forrest Park" (two r's) because of the many park areas deeded to the City by the Railroad. In 1952, the City Charter was changed to today's spelling of Forest Park.



Small Town, Big Growth

The town grew slowly until the 1950s post-war boom, when it became one of the fastest growing areas in the country. From 1950 to 1960 the population increased 461% and continues to increase today.



And it continues...

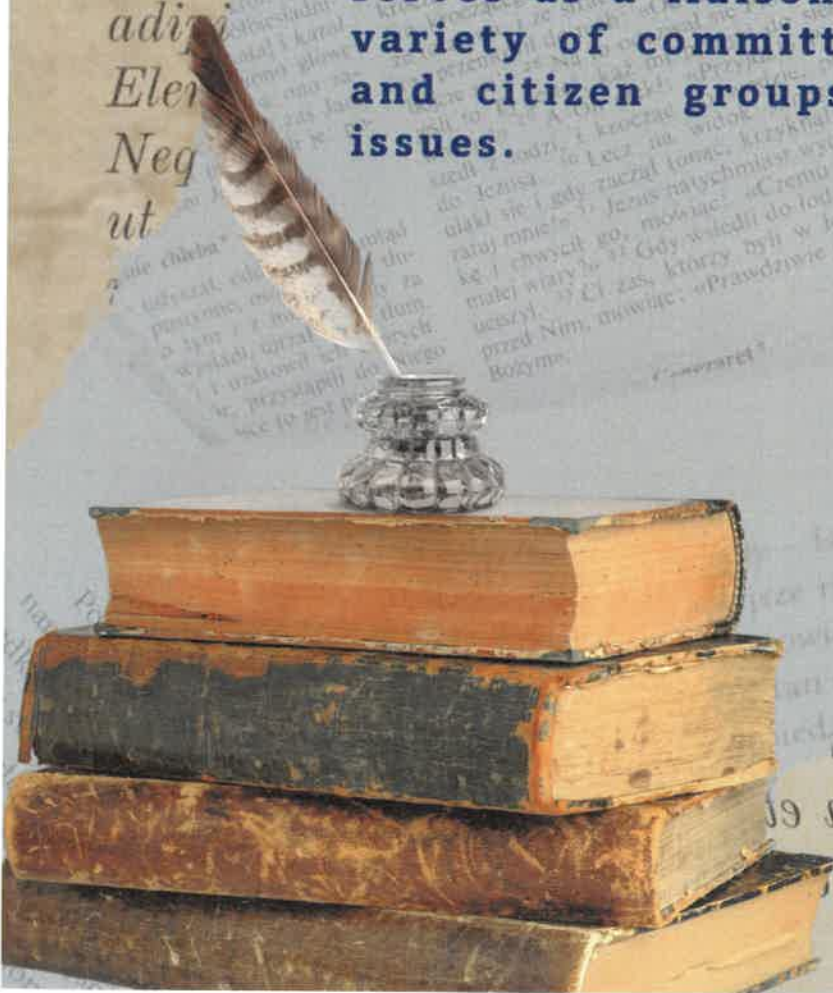
This growth was partially fueled by the Ford Assembly Plant in Hapeville, the General Motors Assembly Plant of Atlanta, and the Atlanta Army Depot (now called Fort Gillem). The major driving force in the growth of our city was the rapidly expanding Atlanta International Airport. Now called, Hartsfield-Jackson Atlanta International Airport.



Form of Government

The City Council serves as the community's legislative body responsible for enacting city ordinances and appropriating funds to conduct city business.

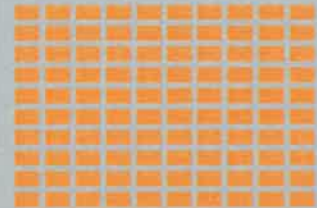
The City Council provides policy direction and leadership to the City Manager and serves as a liaison between the City and a variety of committees, boards, authorities, and citizen groups concerning community issues.





CITY OF FOREST PARK BUDGET GUIDE

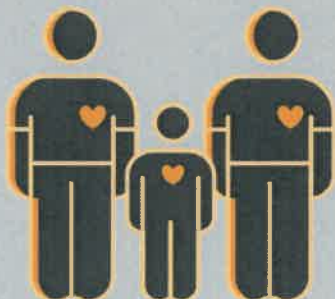
A budget is a financial plan for a city. It includes both estimates of resources available, including revenues and fund balance, and appropriations that are the authority to spend money for specific purposes. The budget is prepared by the City Manager and adopted by the City Council after extensive input from the various departments as well as the public.



The budget document is prepared to provide information about the City, both financial information and operational/policy information. The reader should first review the Table of Contents and read the City Manager's letter. Then the Table of Contents should be followed in order. The revenues budgets provide the sources for funding the department budgets. The specific department budgets provide detailed information as to the purposes for which the City's resources will be utilized during the fiscal year.



**GENERAL FUND
REVENUES**
The FY25-26 Operating Budget of \$46,439,729
is an increase of \$2,176,092 or 4.7% higher
than the FY25-26 Adopted Budget.



The financial structure is reflected in the reporting of expenditures and revenues by fund. A fund is a self-balancing set of accounts designed to track specific revenues and the use of those revenues. Each fund is independent of all other funds, and money cannot be transferred from one fund to another without the approval of the City Council.



CITY OF FOREST PARK

Q & A

Question: What is the Purpose of the City Budget?

Answer: The budget is an annual financial plan for the City of Forest Park. It specifies the level of municipal services to be provided in the coming year and the resources, including personnel positions, capital expenditures and operating expenses needed to provide these services. It reflects the policies and priorities set by the Mayor & City Council

Question: How and When is the Budget Prepared?

Answer: Each March, City Departments submit their plans and needs for the upcoming fiscal year to the Director of Finance, who compiles the Adopted budgets and forwards to the City Manager for review. The City Manager then submits the recommended budget to the City Council in May. The City Council reviews the budget, holds at least two public hearings to obtain citizen input and then adopts the final budget which becomes the operating guide for the year.



Question: What is a Fiscal Year?

Answer: A Fiscal Year is a 12-month operating cycle that comprises a budget and financial reporting period. The City of Forest Park fiscal year begins on July 1st and ends on June 30th.

Question: From where does the City obtain revenues:

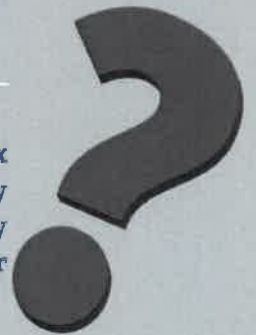
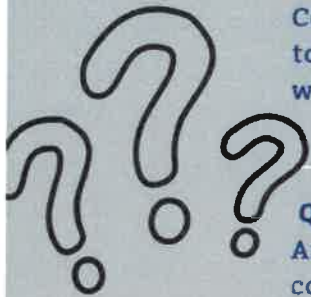
Answer: From local, state, and federal taxes, and licenses, in addition to payments for Municipal Services.

Question: What is a Millage Rate?

Answer: When the City adopts its annual budget, it determines the tax rate that must be applied on property in order to generate the necessary revenue in addition to all other sources that are available. The City has no control over the taxable value of property; it only has control over the tax rate that is levied.

Question: What is a Mill of Tax?

Answer: One mill is equal to \$1 for each \$1,000 of assessed property value.





City Of
FORESTPARK
— a city for everyone —

BUDGET MESSAGE

I am delighted to present to you the City of Forest Park's proposed budget for the Fiscal Year 2026-2027. This budget, which encompasses projected expenses of \$46.6 million, is the result of several months of dedicated work by the City Council members and city staff. It represents our collective vision and commitment to fostering a prosperous and sustainable community.

This budget cycle has been particularly significant as it marks the first transmittal for me, as Interim City Manager, and John W. Wiggins III, Finance Director. Together, we have embraced the challenge and opportunity to create a budget that not only addresses our immediate needs but also sets a strategic course for our future.

Our annual budget is more than just a financial document; it is our roadmap for the year ahead, guiding our strategic decisions and actions to achieve our community's goals. This budget is crafted to ensure that every dollar spent is an investment in the future of Forest Park, reflecting our commitment to transparency, accountability, and fiscal responsibility.

Investing in Our Priorities

The budget meticulously allocates resources across various city priorities and programs. These allocations are made with the intent to enhance public safety, improve infrastructure, promote economic development, and provide essential services. From maintaining our parks and recreational facilities to supporting educational programs and ensuring the upkeep of our streets and utilities, the budget is designed to meet the diverse needs of our community.

Continued High-Quality Services

By allocating resources efficiently, we ensure the continued provision of high-quality services that our community expects and deserves. Whether it's through responsive emergency services, well-maintained public spaces, or efficient administrative support, the budget empowers city departments to perform at their best and deliver value to our residents.

Supporting "ONE Forest Park" Initiative

Central to this budget is the support for the "ONE Forest Park" initiative. This comprehensive plan outlines our strategy for fostering a cohesive and thriving community. The initiative focuses on three core pillars:

- **Operational Efficiency:** We aim to streamline city operations to maximize productivity and minimize waste. This involves investing in technology and infrastructure that enhances service delivery, improve internal processes, and ensure that our workforce is well-equipped and trained.
- **Neighborhood Sustainability:** Our commitment to neighborhood sustainability focuses on maintaining and enhancing the quality of life in all our neighborhoods. This includes efforts to improve housing, boost local amenities, support environmental sustainability initiatives, and foster a sense of community among residents.
- **Economic Development:** We strive to expand our economic footprint by attracting new businesses, supporting local enterprises, and creating jobs. This budget includes targeted investments in infrastructure and incentives that make Forest Park an attractive destination for business and commerce. Our strategic location, combined with our proactive economic policies, positions us to leverage opportunities for growth and prosperity.

Strategic Investments

The budget also emphasizes strategic investments in critical areas such as public safety, infrastructure improvements, and community education. By prioritizing these areas, we are not only addressing current needs but also laying the groundwork for long-term benefits that will support the wellbeing of our community.

Engaging Our Community

Furthermore, the budget process itself is designed to be inclusive and participatory. We actively seek input from residents, businesses, and stakeholders to ensure that the budget reflects the community's priorities and aspirations. This collaborative approach helps build trust and ensures that our financial decisions are aligned with the collective vision of our citizens.

In summary, our annual budget serves as a comprehensive guide for the year, ensuring that we allocate resources effectively to meet the needs of our community. It supports our "ONE Forest Park" initiative, driving operational efficiency, neighborhood sustainability, and economic development. Through strategic investments and a commitment to high-quality services, we aim to build a vibrant, resilient, and prosperous Forest Park for all residents.

Location

Forest Park's unique position as the largest municipality in Clayton County provides a significant advantage in scale and influence within the region. This distinction allows us to lead by example across municipal governance, service delivery, and community engagement. Our size also affords us the resources and capacity to undertake ambitious projects and initiatives that might be beyond the reach of smaller municipalities.

Additionally, our strategic location along three major highways—I-75, I-675, and I-285—places Forest Park at the crossroads of commerce and travel in the southeastern United States.

These highways are critical arteries for regional transportation, facilitating the movement of goods and people. As a result, Forest Park is a natural hub for logistics, distribution, and trade, making it an attractive location for businesses that rely on efficient transportation networks. By leveraging our location, we continue to attract and retain businesses that can benefit from the logistical advantages we offer. This, in turn, creates jobs, boosts local investment, and enhances our tax base, allowing us to invest further in community development and public services for Forest Park's citizens.

Simply put, Forest Park's status as the largest municipality in Clayton County, combined with its strategic location along major highways, significantly bolsters our role as a regional hub. This connectivity is integral to our economic strategy, fostering business growth, community development, and enhanced quality of life for our residents. By continuing to capitalize on these advantages, we aim to drive sustainable growth and prosperity for Forest Park and its citizens.

The City of Forest Park's financial health is a cornerstone of our ability to serve our residents and build for the future. This budget, grounded in the Plan-Fund-Execute principle, positions us to continue providing excellent services, maintaining our infrastructure, and making strategic investments that will drive sustainable growth and prosperity. We are committed to using our financial resources wisely to meet today's needs while laying a strong foundation for the future.

Our budget reflects a steadfast commitment to:

- **Prudent Fiscal Management:** We are dedicated to managing our finances responsibly, ensuring we can maintain essential infrastructure, deliver effective services, and invest in our community's future.
- **Transparency:** We believe in being open and transparent about how we allocate and spend public funds. This budget document includes detailed information on our spending priorities, key initiatives, performance data, and long-term capital plans. We invite you to review this document and engage with us as we work together to build a better Forest Park.
- **Community Priorities:** The budget is shaped by the priorities set by our City Council and informed by the needs of our various departments. It reflects the collective input from city leadership and community feedback, ensuring we address the most pressing needs and opportunities.
- **Innovation and Improvement:** We are committed to continuous improvement and innovation. This budget includes strategic investments in our staff and organizational structure to foster a culture of excellence and responsiveness to changing needs and opportunities.

Key department highlights of the proposed budget include implementing a centralized Human Resources operation to improve efficiency and employee support across the organization; continuing Recreation & Leisure programs that provide physical and cultural opportunities for all residents; and ensuring Planning, Business & Development delivers efficient, high-quality service while supporting responsible growth, operational excellence, and community investment. The budget also supports Economic Development efforts to promote business engagement and support, while Municipal Court will strengthen engagement with community agencies to expand access to mental health resources and deploy AI assistants to improve management of court calls and customer service. In addition, Information Technology will continue enhancing the City's technology infrastructure through innovation and modernization, Public Works will update equipment and continue infrastructure improvements, Public Safety will remain focused on ensuring community safety through the highest quality of service, and Administration will continue initiatives aimed at improving operational efficiency and service quality citywide.

In conclusion, the City of Forest Park's financial health is strong and stable. This robust financial foundation allows us to confidently build for the future while addressing our community's immediate needs. This budget is designed to ensure the continued delivery of excellent services, the maintenance of critical infrastructure, and strategic investments that will benefit our community in the long term. We will achieve this by:

Providing Excellent Services: Our budget prioritizes the consistent delivery of high-quality services that our residents rely on daily. Whether it's public safety, sanitation, recreational programs, or educational support, we are committed to maintaining and enhancing these services. By allocating sufficient resources to each department, we ensure that our community's needs are met efficiently and effectively.

Maintaining Infrastructure: A well-maintained infrastructure is crucial for the well-being and growth of our city. This budget includes substantial investments in our roads, bridges, public buildings, and utilities to ensure they remain in good condition and can support our community's needs. Regular maintenance and timely upgrades are essential to avoid costly repairs and to ensure a safe, reliable environment for our residents and businesses.

Investing in the Future: Strategic investments in economic development, technology, and community projects are vital to Forest Park's long-term prosperity. This budget allocates funds to initiatives that will spur economic growth, attract new businesses, and create jobs. We also prioritize investments in technology to enhance service delivery and operational efficiency, positioning us as a forward-thinking, innovative city.

Guiding Principle of Plan-Fund-Execute: Our budgeting approach is guided by the Plan-Fund-Execute principle. This methodology ensures we carefully plan our initiatives, secure the

necessary funding, and execute them effectively. By adhering to this principle, we can present a balanced budget that aligns with our community's economic conditions and needs. This approach not only fosters financial discipline but also ensures that our projects are well-conceived and successfully implemented.

Balanced Budget: Presenting a balanced budget is a testament to our commitment to fiscal responsibility. It reflects our ability to manage our finances prudently, making sure that our expenditure does not exceed our revenues. This balance is vital for maintaining financial stability and avoiding deficits that could compromise our ability to serve our community.

I would like to extend my heartfelt thanks to the City Council, Department Directors, and staff for their diligence and support throughout the budget development process. Special recognition goes to our Finance and Executive staff for their tireless dedication and effort in ensuring the accuracy and comprehensiveness of this budget document. Thank you for your continued support and engagement. Together, we are building a stronger, more vibrant One Forest Park.

Respectfully Submitted,

~~Latosha Clemons~~ (Jun 5, 2026 14:06:20 CDT)

Latosha Clemons
Interim City Manager, Fire Chief, City of Forest Park

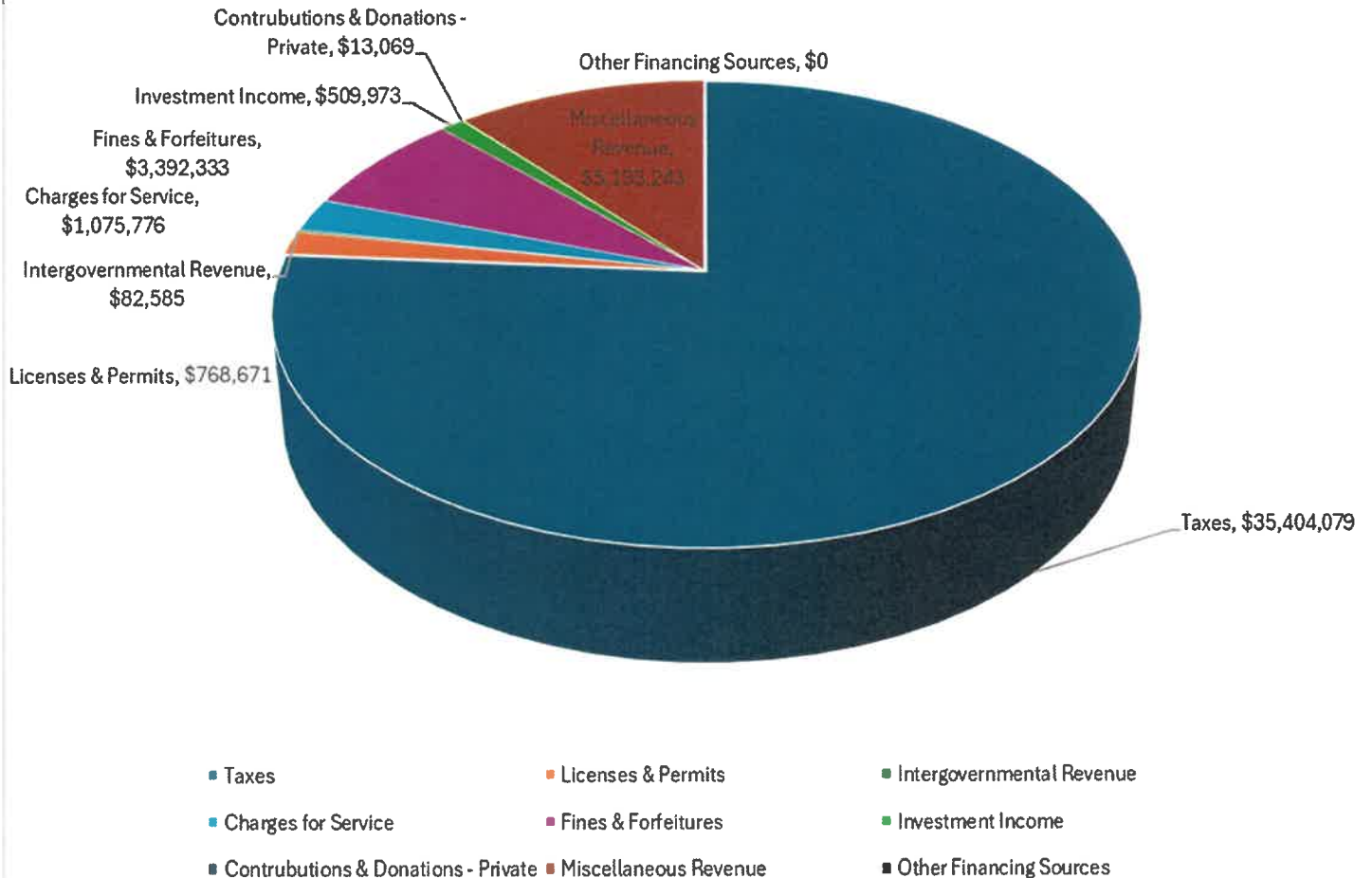


CITY OF
FORESTPARK

GENERAL FUND REVENUE BY CATOGORY

	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
Taxes	\$31,748,875	\$32,368,198	\$36,147,571	\$25,862,718	\$35,404,079	(\$743,492)	-2%
Licenses & Permits	\$589,719	\$747,481	\$1,007,119	\$108,327	\$768,671	(\$238,448)	-24%
Intergovernmental Revenue	\$303,463	\$194,101	\$229,139	\$29,771	\$82,585	(\$146,554)	-64%
Charges for Service	\$828,368	\$1,146,769	\$832,820	\$707,773	\$1,075,776	\$242,956	29%
Fines & Forfeitures	\$2,396,489	\$3,752,764	\$4,034,307	\$2,206,622	\$3,392,333	(\$641,974)	-16%
Investment Income	\$524,088	\$495,859	\$234,463	\$156,849	\$509,973	\$275,510	118%
Contributions & Donations - Private	\$5,750	\$13,388	\$8,472	\$13,361	\$13,069	\$4,597	54%
Miscellaneous Revenue	\$1,257,064	\$1,383,184	\$1,769,746	\$1,815,134	\$5,193,243	(\$46,133)	-3%
Other Financing Sources	-	\$29,635	\$0	\$18,470	\$0	\$0	0%
Totals	\$37,653,816	\$40,131,379	\$44,263,637	\$30,919,025	\$46,439,729	(\$1,293,538)	

PROPOSED BUDGET FY2027



GENERAL FUND REVENUE BY ACCOUNT

	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Taxes	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-00-0000-31-1100 - REAL PROP TAX CURRENT	\$7,884,314	\$7,564,982	\$10,387,312	\$9,332,881	\$9,800,000	(\$587,312)	-6%
100-00-0000-31-1101 - PROPERTY TAX- UTILITY	\$2,139,951	\$2,087,798	\$2,158,666	\$0	\$2,500,000	\$341,334	16%
100-00-0000-31-1190 - LIQUOR TAXES	\$181,462	\$176,689	\$181,800	\$94,921	\$177,034	(\$4,766)	-3%
100-00-0000-31-1191 - BEER TAXES	\$320,740	\$300,879	\$303,000	\$220,527	\$341,817	\$38,817	13%
100-00-0000-31-1192 - WINE TAXES	\$41,212	\$38,348	\$40,400	\$21,761	\$44,013	\$3,613	9%
100-00-0000-31-1200 - REAL PROPERTY-PRIOR	(\$14,330)	\$532	\$538	\$0	\$0	(\$538)	-100%
100-00-0000-31-1300 - PROPERTY - PERSONAL CURRENT	\$5,404,892	\$6,391,722	\$6,619,464	\$6,379,346	\$6,134,540	(\$484,924)	-7%
100-00-0000-31-1310 - PROPERTY TAX - MOTOR VEHICLE	\$1,003,965	\$922,794	\$998,225	\$675,062	\$1,022,659	\$24,434	2%
100-00-0000-31-1320 - PROP TAX-PERSONAL MH	\$1,554	\$1,476	\$1,813	\$0	\$1,664	(\$149)	-8%
100-00-0000-31-1340 - INTANGIBLE TAXES	\$49,486	\$42,394	\$56,677	\$33,531	\$49,193	(\$7,484)	-13%
100-00-0000-31-1360 - HEAVY DUTY EQUIPMENT TAX	\$0	\$68	\$223	\$0	\$0	(\$223)	-100%
100-00-0000-31-1600 - REAL ESTATE TRANS - INTANGIBL	\$27,867	\$61,680	\$36,685	\$20,362	\$44,774	\$8,089	22%
100-00-0000-31-1710 - FRANCHISE GA POWER	\$1,387,892	\$1,574,793	\$1,590,541	\$1,595,074	\$1,428,703	(\$161,838)	-10%
100-00-0000-31-1730 - FRANCHISE - ATL GAS	\$150,239	\$80,060	\$96,778	\$0	\$108,523	\$11,745	12%
100-00-0000-31-1750 - FRANCHISE - COMCAST	\$83,123	\$64,537	\$140,101	\$40,302	\$90,240	(\$49,861)	-36%
100-00-0000-31-1760 - FRANCHISE FEES AT&T/BELLSOUTH	\$55,474	\$64,224	\$59,497	\$34,317	\$55,736	(\$3,761)	-6%
100-00-0000-31-1762 - FRANCHISE TAXES - MCI/VERIZON	\$100	\$6,120	\$479	\$479	\$2,104	\$1,625	339%
100-00-0000-31-1764 - SOUTHERN COMPANY GAS FRANCHIS	\$0	\$41,840	\$52,952	\$182,509	\$27,870	(\$25,082)	-47%
100-00-0000-31-1780 - FRANCHISE - OTHER	\$514,660	\$502,740	\$484,800	\$336,867	\$508,700	\$23,900	5%
100-00-0000-31-3100 - LOCAL OPTION SALES TAX	\$8,113,854	\$8,487,141	\$8,131,200	\$4,587,837	\$8,900,000	\$768,800	9%
100-00-0000-31-6100 - BUSINESS OCCUPATION TAXES	\$2,191,004	\$1,840,989	\$2,300,071	(\$425)	\$2,072,135	(\$227,936)	-10%
100-00-0000-31-6101 - BUS LIC & OCC TAX PENALTY	\$65,212	\$82,361	\$37,100	\$4,033	\$73,787	\$36,687	99%
100-00-0000-31-6200 - INSURANCE PREMIUM TAXES	\$1,778,528	\$1,912,869	\$2,156,973	\$2,156,973	\$1,780,800	(\$376,173)	-17%
100-00-0000-31-9000 - PENALTY & INT - DELNQUENT TAX	\$358,602	\$121,502	\$303,000	\$146,362	\$231,787	(\$71,213)	-23%
100-00-0000-31-9001 - PUBLIC WORKS LIENS	\$9,074	(\$341)	\$9,276	\$0	\$8,000	(\$1,276)	-14%
SUB-TOTAL	\$31,748,875	\$32,368,197	\$36,147,571	\$25,862,719	\$35,404,079	(\$743,492)	

Licenses & Permits							
100-00-0000-32-1110 - BUSINESS LIC - BEER	\$100,000	\$95,000	\$121,200	\$2,000	\$110,010	(\$11,190)	-9%
100-00-0000-32-1120 - BUSINESS LIC - WINE	\$53,000	\$53,500	\$70,922	\$1,000	\$57,112	(\$13,810)	-19%
100-00-0000-32-1130 - BUSINESS LIC-LIQUOR	\$41,000	\$35,000	\$58,680	\$0	\$42,892	(\$15,788)	-27%
100-00-0000-32-2210 - ZONING AND LAND USE FEES	\$0	\$2,020	\$0	\$0	\$0	\$0	0%
100-00-0000-32-3000 - REG FEES - ADULT ENTERT	\$161,190	\$155,566	\$220,681	\$43,480	\$180,000	(\$40,681)	-18%
100-00-0000-32-3001 - REG FEES - LIQUOR	\$7,670	\$45,635	\$24,367	\$2,310	\$23,724	(\$643)	-3%
100-00-0000-32-3100 - BUILDING STRUCTURES & EQPT	\$203,390	\$346,270	\$475,283	\$53,999	\$333,196	(\$142,087)	-30%
100-00-0000-32-3150 - PERMITS - FILMING	\$1,550	\$9,150	\$31,963	\$4,151	\$17,000	(\$14,963)	-47%
100-00-0000-32-3200 - PERMIT FEES - OTHER	\$395	\$1,204	\$1,341	\$1,341	\$600	(\$741)	-55%
100-00-0000-32-4400 - PENALTIES & INT ON BUSN LICEN	\$21,524	\$4,137	\$2,682	\$46	\$4,137	\$1,455	54%
SUB-TOTAL	\$589,719	\$747,482	\$1,007,119	\$108,327	\$768,671	(\$238,448)	

Intergovernmental Revenue							
100-00-0000-33-1102 - GRANT REIMBUSEMEAR	\$85,299	\$144,101	\$178,639	\$29,771	\$82,585	(\$96,054)	-54%
100-00-0000-33-4000 - GRANTS STATEANTS STAAR	\$0	\$50,000	\$50,500	\$0	\$0	(\$50,500)	-100%
100-00-0000-34-3011 - LMIG RD GRANT 2023-2024	\$218,163	\$0	\$0	\$0	\$0	\$0	0%
SUB-TOTAL	\$303,462	\$194,101	\$229,139	\$29,771	\$82,585	(\$146,554)	

Charges for Service							
100-00-0000-34-1910 - ELECTION QUALIFYING FEES	\$1,296	\$2,160	\$5,101	\$3,110	\$1,866	(\$3,235)	-63%
100-00-0000-34-2120 - PUBLIC SAFETY - ACC REPORTS	\$13,126	\$10,867	\$19,185	\$1,906	\$12,957	(\$6,228)	-32%
100-00-0000-34-2130 - PUBLIC SAFETY-FALSE ALARMS	\$50	\$45	\$20	\$20	\$0	(\$20)	-100%
100-00-0000-34-2600 - PUBLIC SAFETY-AMBULANCE FEES	\$452,104	\$603,692	\$377,349	\$423,017	\$527,900	\$150,551	40%
100-00-0000-34-2902 - PUBLIC SAFETY - DRUG TASK FORC	\$0	\$91,667	\$100,000	\$66,667	\$45,833	(\$54,167)	-54%
100-00-0000-34-2905 - FBI REIMBURSEMENT	\$25,515	\$13,625	\$26,153	\$0	\$21,136	(\$5,017)	-19%
100-00-0000-34-2906 - BULLET PROOF VEST PROGRAM	\$0	\$0	\$4,303	\$0	\$0	(\$4,303)	-100%
100-00-0000-34-2907 - EMPLOYEE REMUNERATION	\$0	\$0	\$2,551	\$0	\$0	(\$2,551)	-100%
100-00-0000-34-2908 - VEHICLE IMPOUND FEES	\$21,790	\$72,770	\$41,285	\$50,142	\$47,280	\$5,995	15%
100-00-0000-34-2910 - FARMERS MARKET FEES	\$0	\$0	\$11,317	\$0	\$0	(\$11,317)	-100%
100-00-0000-34-2911 - FIRE PREVENTION INSPECTIONS	\$79,237	\$58,660	\$8,529	\$5,158	\$150,000	\$141,471	1659%
100-00-0000-34-7200 - R/L - USE OF RECREATION BLDG	\$4,027	\$8,689	\$7,156	\$3,858	\$6,360	(\$796)	-11%
100-00-0000-34-7201 - R/L - INSTRUCTIONAL CLASSES	\$4,456	\$2,400	\$4,183	\$2,200	\$3,702	(\$481)	-11%
100-00-0000-34-7202 - R/L - FIELD RENTAL	\$61,075	\$85,010	\$60,956	\$12,063	\$73,042	\$12,086	20%
100-00-0000-34-7203 - R/L - IDENTIFICATION FEES	\$1,860	\$1,735	\$2,870	\$880	\$1,941	(\$929)	-32%
100-00-0000-34-7204 - R/L - OUTDOOR POOL	\$11,714	\$3,626	\$3,288	\$1,169	\$7,670	\$4,382	133%
100-00-0000-34-7206 - R/L - MINIATURE GOLF	\$0	\$2,380	\$2,404	\$0	\$1,285	(\$1,119)	-47%
100-00-0000-34-7207 - R/L - USE OF MAIN ST BUILDING	\$17,215	\$26,615	\$20,200	\$45,698	\$23,668	\$3,468	17%

GENERAL FUND REVENUE BY ACCOUNT

100-00-0000-34-7300 - R/L - SPECIAL EVENTS	\$8,990	\$6,653	\$6,060	\$6,616	\$8,447	\$2,387	39%
100-00-0000-34-7500 - R/L - SWIM CLASSES	\$13,250	\$13,525	\$2,940	\$1,680	\$13,388	\$10,448	355%
100-00-0000-34-7501 - R/L - YOUTH BASKETBALL	\$18,998	\$20,345	\$19,690	\$12,519	\$19,672	(\$18)	0%
100-00-0000-34-7502 - R/L - T-BALL	\$3,346	\$4,835	\$6,544	\$4,550	\$4,418	(\$2,126)	-32%
100-00-0000-34-7503 - R/L - DAY CAMP	\$55,042	\$65,885	\$63,848	\$29,596	\$60,464	(\$3,384)	-5%
100-00-0000-34-7504 - R/L - SOCCER	\$21,970	\$25,225	\$9,418	\$25,388	\$23,597	\$14,179	151%
100-00-0000-34-7505 - R/L - ADULT RECREATION LEAGUE	\$3,365	\$1,585	\$8,075	\$175	\$2,673	(\$5,402)	-67%
100-00-0000-34-7506 - R/L - SENIOR PROGRAMS	\$660	\$8,133	\$6,060	\$330	\$4,397	(\$1,663)	-27%
100-00-0000-34-7507 - R/L - GIRL'S FAST PITCH	\$4,478	\$5,655	\$5,050	\$2,770	\$5,472	\$422	8%
100-00-0000-34-7508 - R/L - YOUTH BASEBALL	\$4,205	\$8,570	\$5,050	\$7,230	\$6,899	\$1,849	37%
100-00-0000-34-7600 - RECREATION - GLOBAL PMTS	\$0	\$0	\$205	\$0	\$200	(\$5)	-2%
100-00-0000-34-7900 - R/L - CONCESSIONS	\$600	\$2,417	\$3,030	\$1,032	\$1,509	(\$1,521)	-50%
SUB-TOTAL	\$828,369	\$1,146,769	\$832,820	\$707,774	\$1,075,776	\$242,956	

Fines & Forfeitures							
100-00-0000-35-1170 - FINES - COURT	\$1,587,328	\$2,206,934	\$2,641,000	\$1,058,154	\$1,400,000	(\$1,241,000)	-47%
100-00-0000-35-1171 - FINES - PROBATION COLLECTED	\$152,351	\$996,385	\$1,056,451	\$1,056,451	\$1,300,000	\$243,549	23%
100-00-0000-35-1172 - FINES - ENVIROMENTAL COURT	\$16,748	\$0	\$11,856	\$0	\$0	(\$11,856)	-100%
100-00-0000-35-1174 - FINES - RED LIGHT	\$640,061	\$549,445	\$325,000	\$92,017	\$642,333	\$317,333	98%
100-00-0000-35-1178 - FINES - TECHNOLOGY FEE	\$0	\$0	\$0	\$0	\$50,000	\$50,000	0%
SUB-TOTAL	\$2,396,488	\$3,752,764	\$4,034,307	\$2,206,622	\$3,392,333	(\$641,974)	

Investment Income							
100-00-0000-36-1000 - INVESTMENT INCOME - INTEREST	\$524,088	\$495,859	\$234,463	\$156,849	\$509,973	\$275,510	118%
SUB-TOTAL	\$524,088	\$495,859	\$234,463	\$156,849	\$509,973	\$275,510	

Contributions & Donations - Private							
100-00-0000-37-1000 - CONTRIBUTIONS & DONATIONS - PLA	\$5,750	\$13,388	\$8,472	\$9,951	\$9,569	\$1,097	13%
100-00-0000-37-1002 - WALMART PREVENTION GRANT	\$0	\$0	\$0	\$3,410	\$3,500	\$3,500	0%
SUB-TOTAL	\$5,750	\$13,388	\$8,472	\$13,361	\$13,069	\$4,597	

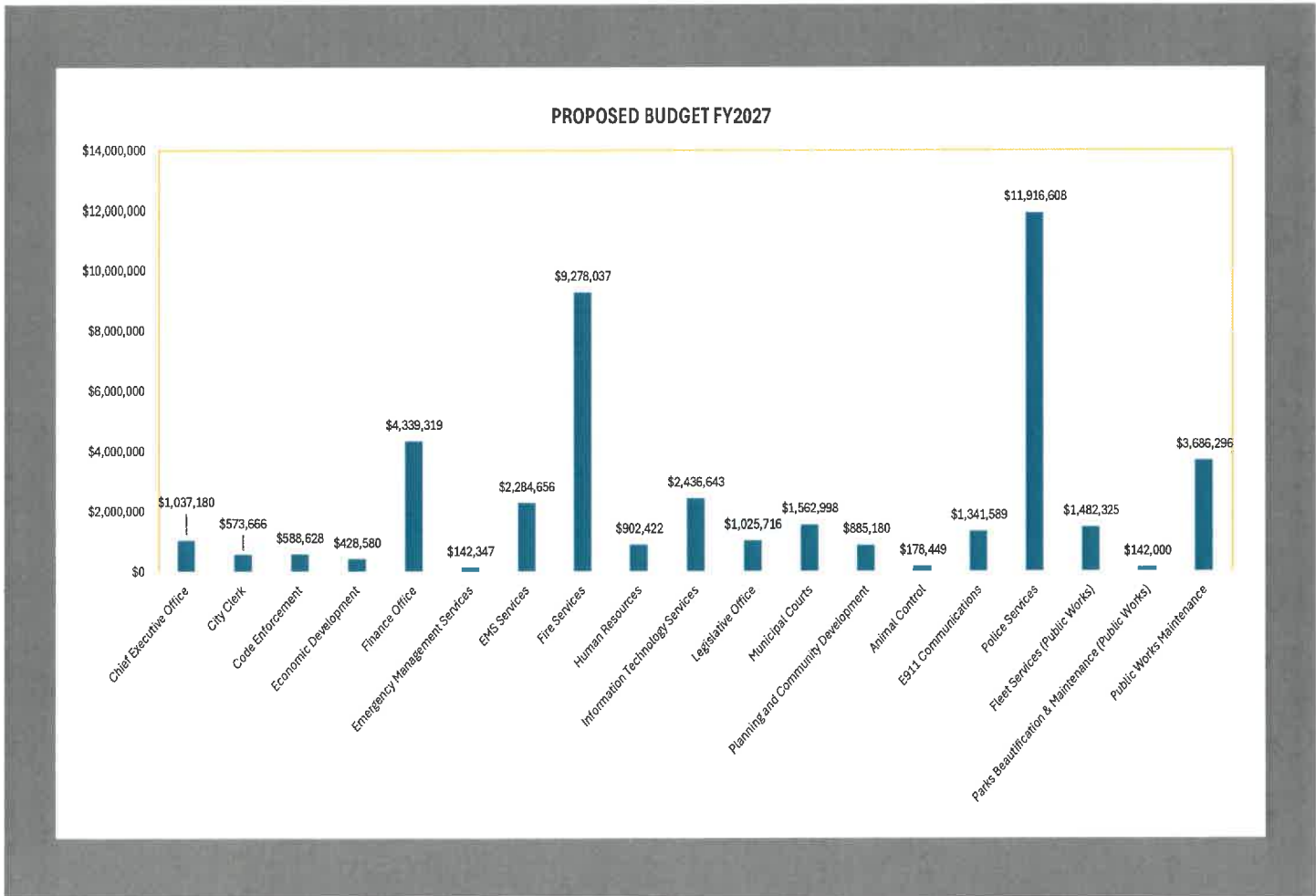
Miscellaneous Revenue							
100-00-0000-38-1000 - LEASE INCOME	\$6,075	\$4,200	\$5,713	\$0	\$5,548	(\$165)	-3%
100-00-0000-38-1002 - RESIDENTIAL WARRANTY - ROYALT	\$233	\$350	\$409	\$343	\$315	(\$94)	-23%
100-00-0000-38-1005 - ADDITIONAL REVENUE	\$1,155,000	\$1,155,000	\$1,212,750	\$1,212,750	\$1,212,750	\$0	0%
100-00-0000-38-9000 - OTHER REVENUE	\$0	\$8,500	\$8,585	\$5,000	\$5,000	(\$3,585)	-42%
100-00-0000-38-9001 - MISCELLANEOUS REVENUE - OTHER	\$11,659	\$119,136	\$219,839	\$253,545	\$200,000	(\$19,839)	-9%
100-00-0000-38-9002 - MISC REVENUE - CASH OVER/SHOR	(\$3,493)	(\$83)	\$0	\$8,093	\$0	\$0	0%
100-00-0000-38-9005 - SPECIAL EVENTS TOWN CENTER	\$1,100	\$0	\$0	\$0	\$0	\$0	0%
100-00-0000-38-9006 - INSURANCE REIMBURSEMENT WC	\$66,492	\$96,082	\$322,450	\$335,402	\$300,000	(\$22,450)	-7%
100-00-0000-38-9010 - RESTITUTION REVENUE	\$19,999	\$0	\$0	\$0	\$0	\$0	0%
100-00-0000-38-9011 - USE OF FUND BALANCE	\$0	\$0	\$0	\$0	\$3,469,630	\$2,288,765	0%
SUB-TOTAL	\$1,257,065	\$1,383,185	\$1,769,746	\$1,815,133	\$5,193,243	\$2,242,632	

Other Financing Sources							
100-00-0000-39-1204 - TRANSFER FROM CAPITAL FUND	\$0	\$0	\$0	\$16,970	\$0	\$0	0%
100-00-0000-39-2000 - PROCEEDS OF DISPOSITION OF FIX	\$0	\$29,635	\$0	\$1,500	\$0	\$0	0%
SUB-TOTAL	\$0	\$29,635	\$0	\$18,470	\$0	\$0	

Total General Fund Revenue	\$37,653,816	\$40,131,380	\$44,263,637	\$30,919,026	\$46,439,729	\$995,227	
-----------------------------------	---------------------	---------------------	---------------------	---------------------	---------------------	------------------	--

GENERAL FUND SUMMARY BY DEPARTMENTS

	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
Chief Executive Office	\$1,183,009	\$1,362,246	\$1,390,240	\$880,113	\$1,037,180	\$6,630	0%
City Clerk	\$0	\$0	\$0	\$0	\$573,666	\$573,666	0%
Code Enforcement	\$347,279	\$659,547	\$831,556	\$499,653	\$588,628	(\$131,018)	-16%
Economic Development	\$348,529	\$375,755	\$434,540	\$201,647	\$428,580	(\$5,960)	-1%
Finance Office	\$2,481,066	\$5,086,911	\$4,556,819	\$1,859,183	\$4,339,319	(\$640,775)	-14%
Emergency Management Services	\$20,777	\$39,002	\$113,954	\$67,699	\$142,347	\$28,393	25%
EMS Services	\$1,976,991	\$1,618,841	\$1,455,547	\$1,028,560	\$2,284,656	\$829,109	57%
Fire Services	\$7,864,432	\$8,450,639	\$8,254,769	\$5,801,012	\$9,278,037	\$449,511	5%
Human Resources	\$621,850	\$745,054	\$833,463	\$602,714	\$902,422	\$68,959	8%
Information Technology Services	\$1,493,549	\$1,831,565	\$1,997,514	\$1,267,239	\$2,436,643	\$629,182	32%
Legislative Office	\$543,312	\$592,611	\$967,953	\$549,349	\$1,025,716	\$8,966	1%
Municipal Courts	\$878,948	\$1,416,058	\$1,574,913	\$1,106,697	\$1,562,998	(\$11,915)	-1%
Planning and Community Development	\$855,357	\$1,058,845	\$1,080,569	\$635,513	\$885,180	(\$195,389)	-18%
Animal Control	\$107,559	\$126,104	\$155,523	\$73,677	\$178,449	(\$53,687)	-35%
E911 Communications	\$899,866	\$878,294	\$1,310,595	\$868,495	\$1,341,589	\$30,994	2%
Police Services	\$10,924,935	\$11,619,271	\$10,910,539	\$8,301,888	\$11,916,608	\$894,159	8%
Fleet Services (Public Works)	\$217,893	\$336,703	\$1,441,740	\$971,432	\$1,482,325	\$40,585	3%
Parks Beautification & Maintenance (Public Works)	\$58,429	\$52,693	\$94,000	\$21,711	\$142,000	\$48,000	51%
Public Works Maintenance	\$3,367,689	\$5,074,896	\$3,750,420	\$2,482,113	\$3,686,296	(\$88,624)	-2%
Recreation and Leisure Services	\$1,994,856	\$2,420,618	\$3,093,337	\$1,880,887	\$2,207,090	(\$886,247)	-29%
	\$36,186,326	\$43,745,653	\$44,237,991	\$29,099,582	\$46,439,729	\$1,594,539	





CITY OF
FORESTPARK



Mission Statement

It is the mission of the City of Forest Park to enhance, strengthen, and grow our city by collaborating with our community to provide the highest level of service. We will strive to provide fair, professional, and courteous service through transparency and open communication. As we work to achieve this mission, we will have integrity beyond reproach while employing fiscal discipline and innovation.



Department Vision

Our vision is to be a welcoming, safe, family-oriented, fiscally sound city with an emerging urban vibrancy that maximizes its geographic location to be the most attractive residential and commercial destination in the state.

Values

- **Collaboration:** We will work to maximize impact by incorporating diverse community stakeholders' feedback, expertise, and resources.
- **Creativity:** We will work to encourage imaginative and innovative solutions to foster positive changes in our community.
- **Strategy:** We will work to engage in strategic thinking that allows for efficient planning, objective data driven decisions, and flexibility to meet community needs.
- **Integrity:** We will operate transparently with the highest level of professional and ethical behavior in our endeavors and encourage the spirit of generosity.
- **Respect and Equity:** We will operate justly, without discrimination, to ensure equitable access to all. We celebrate the unique attributes of individuals and treat each other with sensitivity and respect.



Legislative Office	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-20-1110-51-1101 - SALARIES	\$137,019	\$127,059	\$133,000	\$92,128	\$133,000	\$0	0%
100-20-1110-51-1102 - SALARIES STAFF	\$0	\$0	\$0	\$0	\$48,797	\$0	0%
100-20-1110-51-2101 - LIFE AND HEALTH INSURANCE	\$87,844	\$85,029	\$79,500	\$69,286	\$79,518	\$18	0%
100-20-1110-51-2201 - FICA	\$8,177	\$7,118	\$8,246	\$5,022	\$8,246	\$0	0%
100-20-1110-51-2301 - MEDICARE	\$1,912	\$1,665	\$1,929	\$1,175	\$1,928	(\$1)	0%
100-20-1110-51-2401 - RETIREMENT CONTRIBUTIONS	\$709	\$13,750	\$8,100	\$3,921	\$8,099	(\$1)	0%
100-20-1110-51-2903 - EMPLOYEE DEATH BENEFIT	\$0	\$0	\$0	\$20,000	\$0	\$0	0%
100-20-1110-52-1106 - ELECTION EXPENSE	\$7,887	\$3,800	\$62,400	\$61,287	\$50,000	(\$12,400)	-20%
100-20-1110-52-3201 - POSTAGE SHIPPING & COURIER	\$1,011	\$1,809	\$6,875	\$0	\$10,000	\$3,125	45%
100-20-1110-52-3402 - PRINTING	\$756	\$1,045	\$4,875	\$0	\$5,000	\$125	3%
100-20-1110-52-3601 - DUES AND SUBSCRIPTIONS	\$10,498	\$8,008	\$13,750	\$2,714	\$20,000	\$6,250	45%
100-20-1110-52-3602 - CLAYTON COUNTY MUNICIPAL ASSN	\$0	\$17	\$1,900	\$1,882	\$10,000	\$8,100	426%
100-20-1110-52-3702 - MAYOR MTGS/CONVENTIONS	\$11,618	\$19,004	\$17,000	\$15,544	\$15,000	(\$2,000)	-12%
100-20-1110-52-3703 - WARD 1 MTGS/CONV K JAMES	\$3,829	\$6,240	\$8,450	\$0	\$10,000	\$1,550	18%
100-20-1110-52-3704 - WARD 2 MTGS/CONV D GUNN	\$3,711	\$4,277	\$8,450	\$5,080	\$10,000	\$1,550	18%
100-20-1110-52-3705 - WARD 3 MTGS/CONV H GUTIERREZ	\$10,887	\$10,254	\$12,550	\$12,451	\$10,000	(\$2,550)	-20%
100-20-1110-52-3706 - WARD 4 MTGS/CONV L WELLS	\$3,409	\$3,761	\$2,450	\$0	\$10,000	\$7,550	308%
100-20-1110-52-3707 - WARD 5 MTGS/CONV A MEARS	\$0	\$0	\$8,450	\$0	\$10,000	\$1,550	18%
100-20-1110-52-3905 - MAYOR'S PROJECTS	\$13,873	\$4,118	\$5,000	\$2,988	\$5,000	\$0	0%
100-20-1110-52-3907 - REFUND BUSINESS LICENSE	\$1,497	\$6,421	\$4,000	\$0	\$4,000	\$0	0%
100-20-1110-52-3908 - PROPERTY TAX BILL CLAYTON CO	\$1,949	\$5,530	\$5,500	\$3,981	\$4,000	(\$1,500)	-27%
100-20-1110-52-3910 - WARD 3 PROJECTS-H GUTIERREZ	\$3,027	\$7,734	\$5,000	\$4,600	\$5,000	\$0	0%
100-20-1110-52-3911 - WARD 4 PROJECTS - L WELLS	\$4,249	\$7,248	\$4,000	\$1,471	\$5,000	\$1,000	25%
100-20-1110-52-3912 - WARD 5 PROJECTS- A MEARS	\$1,096	\$6,451	\$4,000	\$0	\$5,000	\$1,000	25%
100-20-1110-52-3913 - PUBLIC RELATIONS	\$9,928	\$14,267	\$15,000	\$9,046	\$5,000	(\$10,000)	-67%
100-20-1110-52-4905 - MAYORAL CITY EVENTS	\$0	\$26,996	\$38,000	\$5,097	\$45,000	\$7,000	18%
100-20-1110-52-4907 - WARD 1 - CITY EVENTS	\$0	\$3,849	\$45,000	\$4,771	\$45,000	\$0	0%
100-20-1110-52-4908 - WARD 2 - CITY EVENTS	\$0	\$17,120	\$42,000	\$13,105	\$45,000	\$3,000	7%
100-20-1110-52-4910 - WARD 3 - CITY EVENTS	\$0	\$42,401	\$44,900	\$36,013	\$45,000	\$100	0%
100-20-1110-52-4911 - WARD 4 - CITY EVENTS	\$0	\$55,477	\$51,000	\$48,570	\$45,000	(\$6,000)	-12%
100-20-1110-52-4912 - WARD 5 - CITY EVENTS	\$0	\$404	\$45,000	\$1,890	\$45,000	\$0	0%
100-20-1110-54-2503 - PROJECTS FUND - MAYOR	\$0	\$0	\$47,188	\$0	\$47,188	\$0	0%
100-20-1110-54-2504 - WARD 1 PROJECTS - K JAMES	\$0	\$1,819	\$47,188	\$0	\$47,188	\$0	0%
100-20-1110-54-2505 - WARD 2 PROJECTS - D GUNN	\$0	\$18,516	\$47,188	\$43,355	\$47,188	\$0	0%
100-20-1110-54-2506 - WARD 3 PROJECTS - H GUTIERREZ	\$2,869	\$16,420	\$45,688	\$45,406	\$47,188	\$1,500	3%
100-20-1110-54-2507 - WARD 4 PROJECTS - L WELLS	\$72,709	\$29,392	\$47,188	\$38,565	\$47,188	\$0	0%
100-20-1110-54-2508 - WARD 5 PROJECTS - A MEARS	\$284	\$8,143	\$47,188	\$0	\$47,188	\$0	0%
Total - Legislative Office	\$543,312	\$592,614	\$967,953	\$549,348	\$1,025,716	\$8,966	



CITY OF
FORESTPARK

CHIEF EXECUTIVE OFFICE



Mission Statement

To oversee and enhance the operations of City government, providing the Mayor and City Council with strategic guidance and support while ensuring optimal service delivery to our community.



Department Vision

The Executive Office of Forest Park envisions a city government that operates with integrity, transparency and collaboration, actively engaging with the citizens of the community. All city departments report to the City Manager, the city's Chief Executive Officer.

By overseeing the various functions of all departments, the Executive Office exists to pronounce operational excellence and ensure that every decision reflects the needs and priorities of the community.

The Office is committed to fostering an environment where innovation thrives and strategic partnerships flourish, ultimately enhancing the quality of life for all residents.

Through dedicated leadership and professional management, the Executive Office strives to be a model of effective governance, setting a standard for accountability and responsiveness.

The Executive Office includes the Clerk's Office and the Public Information Office in service to the citizen stakeholders. The Clerk's Office serves as the official custodian of public records, maintain updated municipal codes, and facilitate transparent legislative processes by efficiently managing documentation and public notices.

The Public Information Office serves to manage and disseminate information effectively, serving as the primary spokesperson for the city, while promoting transparency and community involvement through diverse communication channels.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Executive Office – Interim City Manager Clemons

Prepared By: Shalonda Brown

Date: May 11, 2026

Current Staffing Information

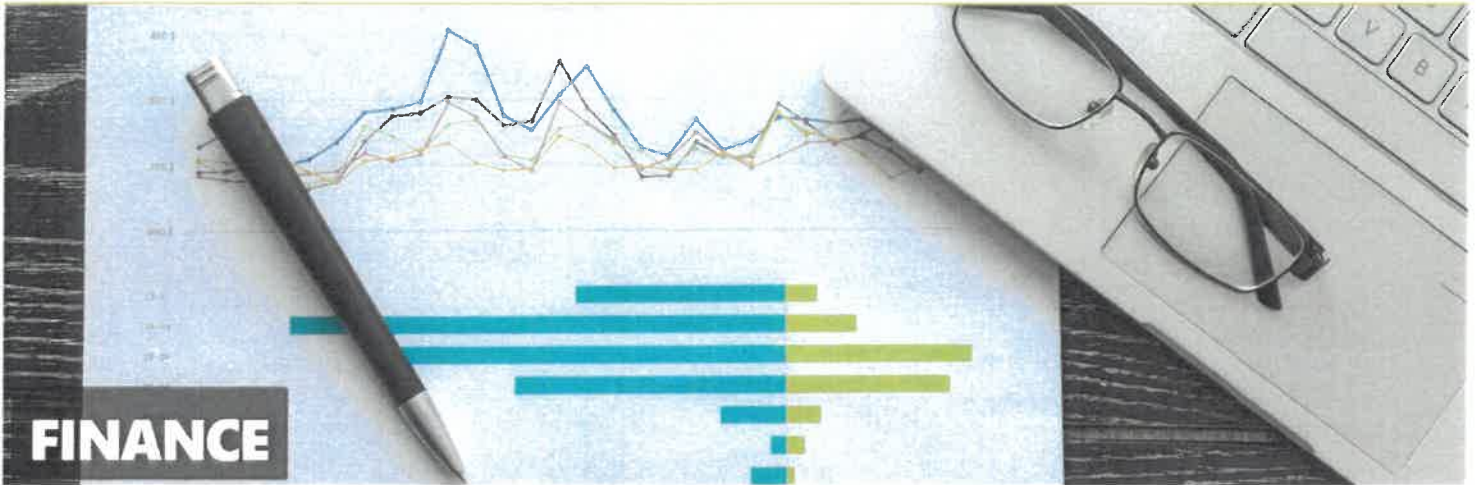
Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space, just attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
City Manager	1	1
Deputy City Manager	1	1
Chief of Staff	1	0
Executive Assistant	1	0
City Clerk	1	0
Deputy City Clerk	1	0
Constituent Aides	2	0
Public Information Officer	1	0
Multimedia Specialist	1	0
Total	10	2

Chief Executive Office	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-21-1320-51-1101 - SALARIES	\$712,886	\$808,025	\$681,588	\$476,823	\$599,144	\$214,556	31%
100-21-1320-51-1301 - OVERTIME	\$11,582	\$18,851	\$31,400	\$14,114	\$0	(\$31,400)	-100%
100-21-1320-51-2101 - LIFE AND HEALTH INSURANCE	\$139,325	\$151,335	\$160,476	\$98,688	\$109,715	(\$10,761)	-7%
100-21-1320-51-2201 - FICA	\$44,716	\$49,078	\$52,240	\$28,714	\$34,776	\$950	2%
100-21-1320-51-2301 - MEDICARE	\$10,458	\$11,871	\$12,218	\$6,898	\$8,688	\$776	6%
100-21-1320-51-2401 - RETIREMENT CONTRIBUTIONS	\$6,594	\$28,310	\$52,853	\$25,589	\$50,157	\$274	1%
100-21-1320-51-2702 - WORKERS COMP CLAIMS	\$0	\$169	\$2,417	\$2,989	\$3,000	(\$2,417)	-100%
100-21-1320-51-2904 - EMPLOYEE APPRECIATION	\$25,057	\$22,348	\$20,000	\$2,126	\$20,000	\$0	0%
100-21-1320-52-1002 - CONSULTING SERVICES	\$43,348	\$23,000	\$169,600	\$122,105	\$40,000	(\$129,600)	-76%
100-21-1320-52-2202 - COMPUTER EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$5,000	\$5,000	0%
100-21-1320-52-3101 - VEHICLE INSURANCE	\$1,149	\$807	\$1,200	\$0	\$1,200	\$0	0%
100-21-1320-52-3201 - POSTAGE SHIPPING & COURIER	\$730	\$359	\$5,000	\$586	\$5,000	\$0	0%
100-21-1320-52-3210 - INTERNET WEBSITE MAINTENANCE	\$34,246	\$48,567	\$35,000	\$27,247	\$38,000	\$3,000	9%
100-21-1320-52-3301 - LEGAL ADVERTISEMENTS	\$0	\$9,865	\$10,000	\$2,085	\$10,000	\$0	0%
100-21-1320-52-3401 - ADVERTISING AND MARKETING	\$11,456	\$6,614	\$11,248	\$11,248	\$7,500	(\$3,748)	-33%
100-21-1320-52-3402 - PROMOTIONAL ITEMS	\$4,643	\$6,626	\$5,000	\$1,010	\$5,000	\$0	0%
100-21-1320-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$9,647	\$8,000	\$620	\$0	(\$8,000)	-100%
100-21-1320-52-3601 - DUES AND SUBSCRIPTIONS	\$34,163	\$59,165	\$46,800	\$23,168	\$17,000	(\$29,800)	-64%
100-21-1320-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$23,225	\$23,719	\$15,000	\$11,101	\$28,000	\$13,000	87%
100-21-1320-52-3921 - MAYOR/COUNCIL RETREATS	\$6,547	\$30,555	\$0	\$0	\$0	\$0	0%
100-21-1320-53-1102 - OFFICE SUPPLIES	\$15,328	\$4,962	\$15,000	\$1,757	\$15,000	\$0	0%
100-21-1320-53-1105 - GENERAL DEPARTMENT EXPENSE	\$52,744	\$17,586	\$25,200	\$20,200	\$10,000	(\$15,200)	-60%
100-21-1320-53-1133 - CITY MANAGER EXPENSE ALLOWANCE	\$3,516	\$2,554	\$5,000	\$1,000	\$5,000	\$0	0%
100-21-1320-53-1270 - FLEET GAS CHARGE	\$0	\$1,245	\$0	\$0	\$0	\$0	0%
100-21-1320-53-1713 - FLEET LABOR CHARGE	\$0	\$990	\$0	\$0	\$0	\$0	0%
100-21-1320-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$0	\$1,635	\$0	\$0	\$0	\$0	0%
100-21-1320-53-1715 - FLEET OVERHEAD CHARGE	\$494	\$494	\$0	\$0	\$0	\$0	0%
100-21-3920-52-1004 - EMERGENCY CONTINGENCY	\$802	\$23,870	\$25,000	\$2,045	\$25,000	\$0	0%
Total - Chief Executive Office	\$1,183,009	\$1,362,247	\$1,390,240	\$880,113	\$1,037,180	\$6,630	



CITY OF
FORESTPARK



FINANCE



Mission Statement

To manage the City of Forest Park's financial resources efficiently, providing accurate reporting and oversight of budgeting, procurement and financial operations.



Department Vision

The Department of Finance is dedicated to ensuring the long-term financial strength and resilience of the City of Forest Park. We lead with transparency, accountability, and strategic financial management to provide trusted stewardship of public resources.

Through responsible budgeting, accurate financial reporting, and forward-thinking fiscal planning, we support operational efficiency, promote neighborhood sustainability, and help drive economic development across the city.

We strive to serve the public with integrity and uphold the highest standards of fiscal responsibility in support of a thriving and unified Forest Park. In doing so, we stand ready to build confidence in the City's financial practices while supporting sustainable growth, operational excellence, and equitable investment across every corner of our community.

John W. Wiggins III

Department of Finance



John Wiggins III, MBA, joined the City of Forest Park as the Finance Director since November 2023. Prior experience includes roles as City Treasurer and Interim Treasurer/CFO for the City of Stockbridge from May 2018 to October 2023, where his responsibilities involved the collection of city revenues and fiscal management.

Additionally, John held the position of Finance Director for the City of Fairburn for a brief period in 2018 and served in various capacities at the City of East Point from 2006 to 2018, encompassing roles in financial management, asset management, and internal auditing. Earlier career experience includes financial analysis and accounting roles at NACOM Corporation and Tyco Electronics/Siemens EC.

His academic credentials include a Bachelor's degree in Business Administration from Morris Brown College and an MBA from the University of Georgia - Terry College of Business.

Personally, John enjoys spending time with family and traveling.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Finance Department

Prepared By: Shalonda Brown

Date: May 7, 2026

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records.

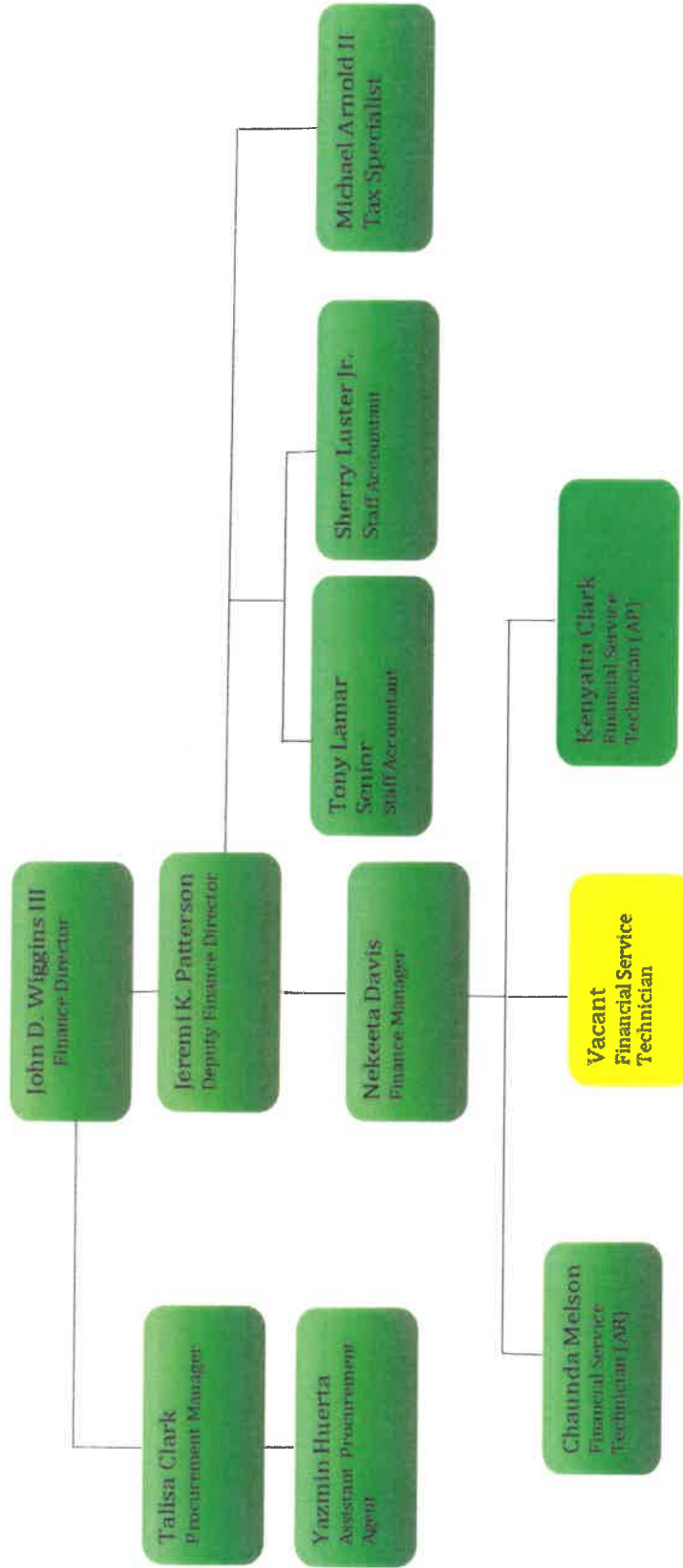
Job Title	# of Positions	# Vacant
Finance Director	1	0
Deputy Director of Finance	1	0
Finance Manager	1	0
Procurement Manager	1	0
Assistant Procurement Agent	1	0
Staff Accountant	1	0
Sr. Staff Accountant	1	0
Financial Service Technician	2	0
Tax Specialist	1	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay
N/a	n/a	n/a

Finance Staff Org Chart



Finance Office	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-22-1510-51-1101 - SALARIES	\$661,210	\$735,582	\$860,932	\$525,111	\$823,537	(\$37,395)	-4%
100-22-1510-51-1301 - OVERTIME	\$529	\$334	\$0	\$386	\$0	\$0	0%
100-22-1510-51-2101 - LIFE AND HEALTH INSURANCE	\$209,692	\$175,135	\$126,739	\$98,831	\$105,216	(\$21,523)	-17%
100-22-1510-51-2201 - FICA	\$40,708	\$45,152	\$53,378	\$30,765	\$49,992	(\$3,386)	-6%
100-22-1510-51-2301 - MEDICARE	\$9,520	\$10,560	\$12,484	\$7,435	\$11,941	(\$543)	-4%
100-22-1510-51-2401 - RETIREMENT CONTRIBUTIONS	\$16,341	\$33,197	\$52,431	\$25,384	\$51,883	(\$548)	-1%
100-22-1510-51-2402 - RETIREMENT ADMINISTRATION FEES	\$26,088	\$75,427	\$80,000	\$39,088	\$80,000	\$0	0%
100-22-1510-51-2404 - HEALTH REIMBURSEMENT EXP	\$31,159	\$19,485	\$30,000	\$12,340	\$30,000	\$0	0%
100-22-1510-51-2601 - UNEMPLOYMENT TAX	\$16,801	\$15,391	\$20,000	\$13,760	\$20,000	\$0	0%
100-22-1510-51-2713 - WORKERS' COMP - ADMINISTRATOR	\$13,863	\$26,621	\$39,128	\$39,128	\$30,000	(\$9,128)	-23%
100-22-1510-51-2904 - EMPLOYEE APPRECIATION	\$1,598	\$4,054	\$4,000	\$3,229	\$4,000	\$0	0%
100-22-1510-52-1001 - ANNUAL AUDIT	\$44,468	\$79,445	\$113,650	\$110,050	\$115,000	\$1,350	1%
100-22-1510-52-1002 - CONSULTING SERVICES	\$162,067	\$131,083	\$100,000	\$33,843	\$100,000	\$0	0%
100-22-1510-52-1004 - ATTORNEY FEES	\$280,029	\$285,000	\$350,000	\$240,000	\$350,000	(\$100,000)	-29%
100-22-1510-52-1005 - OTHER LEGAL FEES	\$306,227	\$298,195	\$148,851	\$141,851	\$145,000	(\$3,851)	-3%
100-22-1510-52-1007 - ADP PROCESSING FEES	\$238,240	\$191,352	\$216,000	\$45,236	\$216,000	\$0	0%
100-22-1510-52-1101 - BANK SERVICE CHARGES	\$99,284	\$77,756	\$80,000	\$44,521	\$80,000	\$0	0%
100-22-1510-52-2201 - OFFICE EQUIPMENT MAINTENANCE	\$5,132	\$6,910	\$4,460	(\$4,958)	\$5,000	\$540	12%
100-22-1510-52-3102 - PROPERTY & LIABILITY INSURANCE	\$21,691	\$94,153	\$145,750	\$24,320	\$60,000	(\$85,750)	-59%
100-22-1510-52-3103 - INSURANCE DEDUCTIBLE-LAWSU	\$0	\$0	\$34,250	\$53,276	\$60,000	\$25,750	75%
100-22-1510-52-3201 - POSTAGE SHIPPING & COURIER	\$12,686	\$18,688	\$10,351	\$10,351	\$12,000	(\$10,351)	-100%
100-22-1510-52-3202 - TELEPHONES & COMMUNICATION	\$19,054	\$29,084	\$16,178	\$18,315	\$20,000	(\$16,178)	-100%
100-22-1510-52-3500 - TRAVEL FOR EMPLOYEES	\$1,012	\$4,627	\$17,000	\$6,472	\$9,000	(\$8,000)	-47%
100-22-1510-52-3601 - DUES AND SUBSCRIPTIONS	\$43,960	\$1,090	\$2,500	\$2,051	\$2,500	\$0	0%
100-22-1510-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$25,131	\$17,219	\$12,000	\$8,427	\$20,000	\$8,000	67%
100-22-1510-52-3902 - TAX COLLECTION EXPENSE	\$0	\$0	\$6,585	\$6,529	\$6,500	(\$85)	-1%
100-22-1510-52-3904 - REFUNDS PROPERTY TAX	\$0	\$0	\$39,815	\$482	\$50,000	\$10,185	26%
100-22-1510-52-3908 - PROPERTY TAX BILL CLAYTON CO	\$20,102	\$366	\$13,027	\$36,523	\$36,000	\$22,973	176%
100-22-1510-53-1102 - OFFICE SUPPLIES	\$9,794	\$6,865	\$8,777	\$8,924	\$8,000	(\$777)	-9%
100-22-1510-53-1103 - COPIER EXPENSE	\$9,086	\$7,683	\$12,000	\$4,360	\$12,000	\$0	0%
100-22-1510-53-1105 - GENERAL DEPARTMENT EXPENSE	\$17,725	\$57,897	\$45,000	\$21,119	\$45,000	\$0	0%
100-22-1510-53-1210 - UTILITIES - WATER/SEWER	\$14,101	\$13,013	\$17,009	\$17,009	\$25,000	\$7,991	47%
100-22-1510-53-1221 - UTILITIES - NATURAL GAS	\$822	\$928	\$3,000	\$1,106	\$3,000	\$0	0%
100-22-1510-53-1231 - UTILITIES-ELECTRICITY	\$46,211	\$27,405	\$26,472	\$26,472	\$40,000	\$13,528	51%
100-22-1510-54-2502 - CAPITAL OUTLAY	\$0	\$41,250	\$60,000	\$43,000	\$0	(\$60,000)	-100%
100-22-1510-57-9000 - RESERVE FOR CONTINGENCIES	\$0	\$0	\$382,302	\$0	\$0	(\$382,302)	-100%
100-22-1510-57-9100 - RESERVE FOR INSURANCE	\$0	\$152,391	\$200,000	\$164,386	\$500,000	\$0	0%
100-22-1510-61-1585 - TRANSFER TO URA (585)	\$0	\$1,150,000	\$1,212,750	\$0	\$1,212,750	\$0	0%
Total - Chief Executive Office	\$2,481,064	\$5,066,910	\$4,556,819	\$1,859,182	\$4,339,319	(\$649,500)	



CITY OF
FORESTPARK



Mission Statement

Forest Park Municipal Court is an independent branch of government constitutionally entrusted with the fair and just resolution of disputes in order to preserve the rule of law to protect the rights and liberties guaranteed by the Constitution and laws of the United States, the State of Georgia, and the Ordinances of the City of Forest Park.

Department Vision

We are a court system, characterized by excellence that strives to attain justice for the individual and society through the rule of law.

The Municipal Court envisions a justice system that is fair, accessible and responsive to the needs of the Forest Park community. By effectively managing cases related to traffic offenses and local ordinances, the courts endeavor to uphold public safety and community standards while ensuring due process for all individuals.

This vision emphasizes the importance of transparency in legal proceedings and the commitment to educate the public about their rights and responsibilities.

The Municipal Court strives to foster a sense of trust and confidence in the judicial process, reinforcing the rule of law in the community.

Ms. Dorothy Roper-Jackson Director, Municipal Court



In her capacity as the Director and Court Administrator for the Forest Park Municipal Court, Ms. Roper-Jackson leads with integrity, promotes transparency, and strives to ensure justice is administered fairly and efficiently.

With over 30 years of progressive experience in law enforcement and the criminal justice field, Ms. Roper-Jackson has served in numerous leadership and operational roles that have strengthened her expertise and deepened her commitment to public service.

Born and raised in the island nation of Jamaica, Ms. Roper-Jackson holds a Bachelor's degree in Criminal Justice and a Master's degree in Forensic Psychology.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Municipal Court

Prepared By: Dorothy Roper-Jackson

Date: 04/07/2026

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space please attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
Director/Court Administrator	1	
Clerk II	2	
Clerk I	1	

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

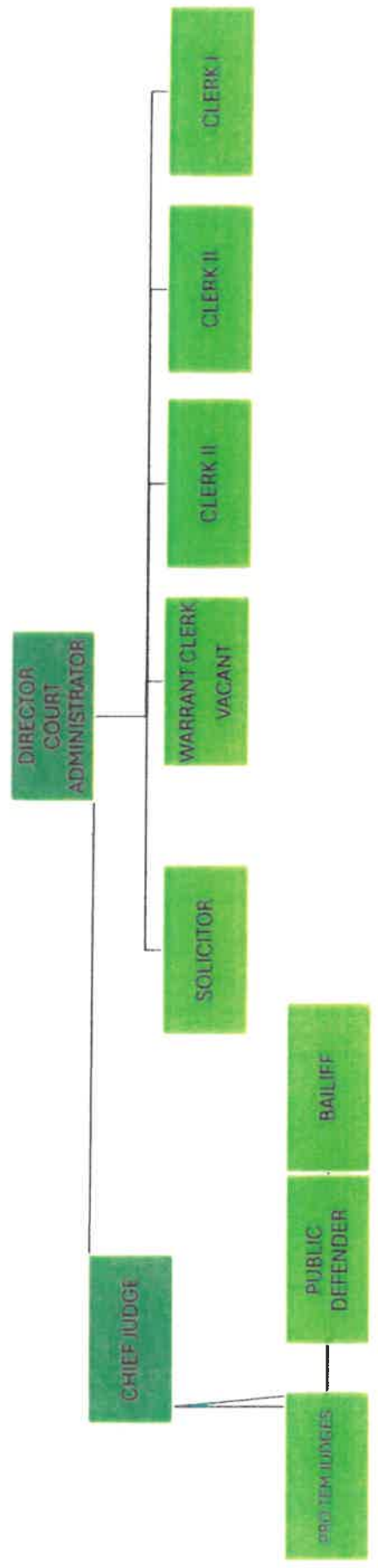
Proposed Job Title	# of Position	Desired Pay
Warrant Clerk	1	54,000

Additional Comments

Please provide any additional information or considerations regarding your department's staffing needs:

backlog of failure to appear cases, increase volume of traffic citations, also need
overall assistance with case management, answering of the telephone, etc.

FOREST PARK MUNICIPAL COURT ORGANIZATION CHART 2025-2026



Municipal Courts	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-23-1110-51-1101 - SALARIES	\$190,066	\$300,843	\$317,616	\$209,968	\$300,943	(\$16,673)	-5%
100-23-1110-51-1301 - OVERTIME	\$0	\$589	\$0	\$325	\$0	\$0	0%
100-23-1110-51-2101 - LIFE AND HEALTH INSURANCE	\$13,962	\$41,746	\$48,746	\$48,746	\$35,238	(\$13,508)	-28%
100-23-1110-51-2201 - FICA	\$20,298	\$18,696	\$19,692	\$12,660	\$18,115	(\$1,577)	-8%
100-23-1110-51-2301 - MEDICARE	\$4,747	\$4,372	\$4,605	\$2,961	\$4,364	(\$241)	-5%
100-23-1110-51-2401 - RETIREMENT CONTRIBUTIONS	\$399	\$14,083	\$19,343	\$9,365	\$19,088	(\$255)	-1%
100-23-1110-51-2701 - WORKERS COMP PREMIUM	\$2,373	\$2,233	\$2,500	\$2,394	\$2,500	\$0	0%
100-23-1320-52-1002 - CONSULTING SERVICES	\$17,273	\$10,936	\$14,000	\$13,500	\$5,000	(\$9,000)	-64%
100-23-1320-52-1301 - SOFTWARE MAINTENANCE	\$28,415	\$23,520	\$24,000	\$15,680	\$24,000	\$0	0%
100-23-1510-52-3201 - POSTAGE SHIPPING & COURIER	\$485	\$7,490	\$7,000	\$4,481	\$7,000	\$0	0%
100-23-1510-52-3202 - TELEPHONES & COMMUNICATION	\$883	\$941	\$1,000	(\$40)	\$0	(\$1,000)	-100%
100-23-1510-52-3401 - PRINTING	\$1,824	\$1,243	\$3,000	\$0	\$0	(\$3,000)	-100%
100-23-1510-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$258	\$3,000	\$542	\$0	(\$3,000)	-100%
100-23-1510-52-3601 - DUES AND SUBSCRIPTIONS	\$730	\$2,173	\$3,000	\$144	\$3,000	\$0	0%
100-23-1510-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$2,366	\$3,741	\$7,000	\$3,898	\$13,000	\$6,000	86%
100-23-1510-53-1102 - OFFICE SUPPLIES	\$3,977	\$4,262	\$5,000	\$2,804	\$8,000	\$3,000	60%
100-23-1510-53-1103 - COPIER EXPENSE	\$877	\$3,667	\$2,711	\$2,234	\$3,000	\$289	11%
100-23-1510-53-1105 - GENERAL DEPARTMENT EXPENSE	\$7,878	\$3,571	\$3,000	\$71	\$2,000	(\$1,000)	-33%
100-23-1510-53-1106 - FACILITY MAINT & REPAIR	\$1,393	\$1,389	\$1,700	\$0	\$40,000	\$38,300	2253%
100-23-2650-51-1106 - JUDGES - MUNICIPAL COURT	\$72,600	\$100,944	\$126,000	\$84,000	\$126,000	\$0	0%
100-23-2650-51-1107 - SOLICITORS-MUNICIPAL COURT	\$66,000	\$78,000	\$92,000	\$60,163	\$92,000	\$0	0%
100-23-2650-51-1110 - INDIGENT DEFENSE	\$7,100	\$11,300	\$10,500	\$4,700	\$10,500	\$0	0%
100-23-2650-51-1111 - PROTREM JUDGES	\$5,000	\$29,300	\$10,000	\$2,700	\$10,000	\$0	0%
100-23-2650-51-2904 - EMPLOYEE APPRECIATION	\$170	\$316	\$1,000	\$320	\$1,000	\$0	0%
100-23-2650-52-3601 - DUES AND SUBSCRIPTIONS	\$6,278	\$9,944	\$10,000	\$5,931	\$10,000	\$0	0%
100-23-2650-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$0	\$0	\$2,500	\$100	\$1,250	(\$1,250)	-50%
100-23-3210-52-3610 - POAB MANDATES	\$119,643	\$203,742	\$230,000	\$178,197	\$230,000	\$0	0%
100-23-3210-52-3611 - STATE MANDATES	\$230,506	\$409,837	\$443,000	\$342,157	\$443,000	\$0	0%
100-23-3210-52-3612 - COUNTY MANDATES	\$53,035	\$86,327	\$109,000	\$80,732	\$100,000	(\$9,000)	-8%
100-23-3210-52-3925 - GEO. INFORMATION SYSTEM (GIS)	\$20,670	\$40,595	\$54,000	\$17,965	\$54,000	\$0	0%
Municipal Courts	\$878,948	\$1,416,058	\$1,574,913	\$1,106,698	\$1,562,998	(\$11,915)	



CITY OF
FORESTPARK



INFORMATION TECHNOLOGY



Mission Statement

To procure, maintain, and secure technology resources, ensuring effective and efficient digital infrastructure for all City departments.



Department Vision

The Forest Park Information Technology Department envisions a technologically advanced and secure city that leverages innovation to enhance service delivery. By effectively procuring and maintaining technology resources, the department works to ensure that all city operations are efficient, secure, and responsive to the needs of residents.

This vision emphasizes the importance of data protection and cybersecurity, safeguarding the information that supports city functions. The Information Technology Department is dedicated to empowering city staff with the tools, resources and support necessary to provide exceptional services to the community, paving the way for a modern and connected Forest Park.

Mr. Joshua Cox
Director of Information Technology



Joshua "Josh" Cox is an accomplished IT professional with a strong background in municipal technology leadership and strategic innovation. After graduating high school, Josh served six years in the Army Reserves, demonstrating a commitment to discipline, service, and continuous growth. While serving, he earned a Bachelor of Science degree in Information Technology from the University of South Carolina.

Josh began his professional career at VC3, an IT managed service provider, where he spent eight years delivering high-level technology solutions. During this time, he served as Chief Information Officer for multiple municipalities across Georgia, Florida, and Tennessee, gaining extensive experience in public sector IT management.

In 2021, Josh became the IT Director for the City of Forest Park, where he leads technology initiatives that enhance efficiency, security, and community engagement. He has further strengthened his expertise by completing the nationally recognized Certified Government Chief Information Officer (CGCIO) program through the University of North Carolina School of Government in Chapel Hill.

Outside of his professional endeavors, Josh enjoys spending quality time with his wife and their son. An avid hands-on enthusiast, he spends his free time restoring boats, cars, and motorcycles, and tackling a variety of home improvement projects.

City of Forest Park
Department Staffing Needs Worksheet

Department Name: Joshua Cox IT Department

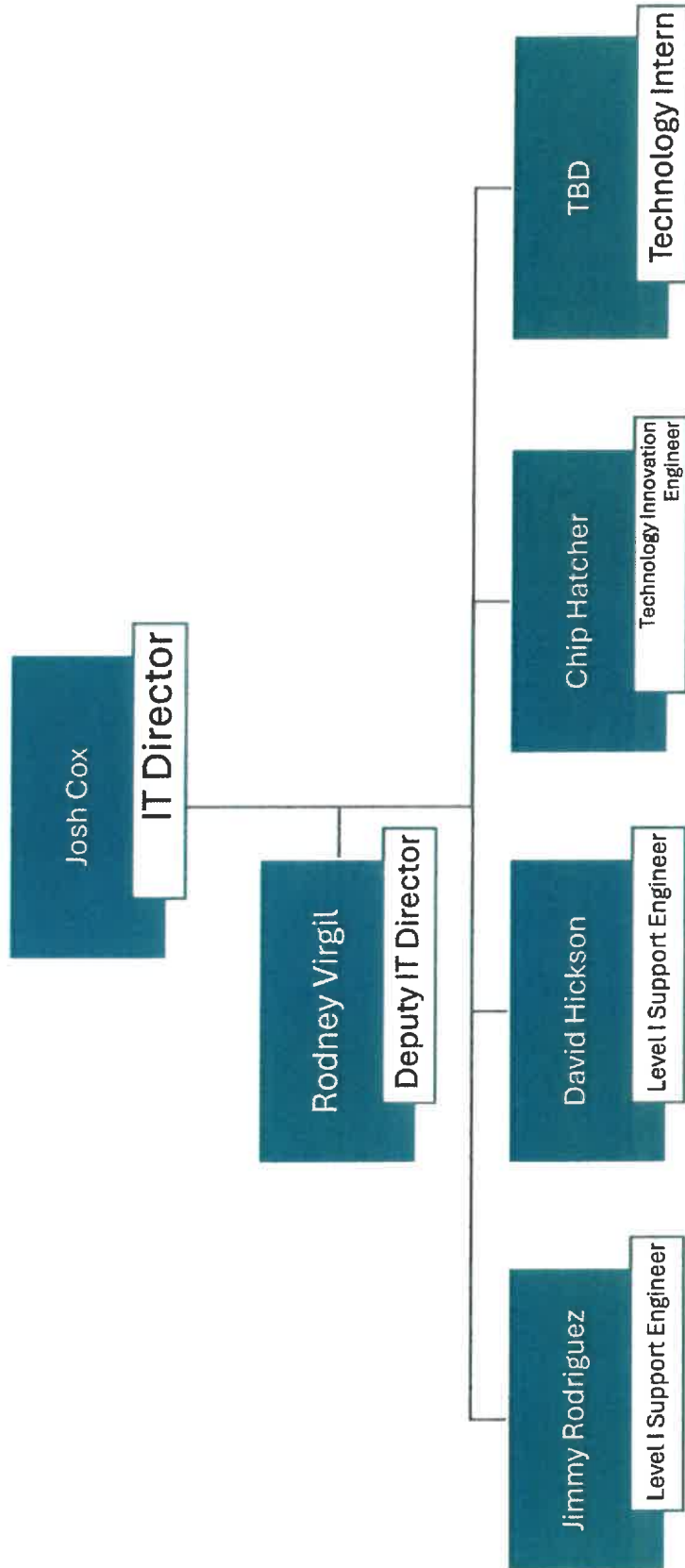
Prepared By: Shalonda Brown

Date: May 11, 2026

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space, just attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
Director of Information Technology	1	0
Deputy Director of Information Technology	1	0
Support Engineer Level 1	2	0
Technology Innovation Engineer	1	0
Total	5	0



Information Technology Services	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-24-1535-51-1101 - SALARIES	\$311,000	\$352,194	\$365,987	\$257,683	\$588,525	\$222,538	193%
100-24-1535-51-1301 - OVERTIME	\$2,086	\$1,491	\$0	\$1,047	\$1,500	\$1,500	0%
100-24-1535-51-2101 - LIFE AND HEALTH INSURANCE	\$61,641	\$73,761	\$81,100	\$55,002	\$32,598	(\$48,502)	-60%
100-24-1535-51-2201 - FICA	\$19,234	\$21,956	\$22,691	\$15,882	\$26,691	\$4,000	18%
100-24-1535-51-2301 - MEDICARE	\$4,498	\$5,135	\$5,307	\$3,714	\$6,586	\$1,279	24%
100-24-1535-51-2401 - RETIREMENT CONTRIBUTIONS	\$15,944	\$13,233	\$22,289	\$10,791	\$4,410	(\$17,879)	-80%
100-24-1535-51-2702 - WORKERS COMP CLAIMS	\$464	\$0	\$0	\$0	\$0	\$0	0%
100-24-1535-51-2904 - EMPLOYEE APPRECIATION	\$171	\$228	\$1,000	\$93	\$1,000	\$0	0%
100-24-1535-52-3102 - PROPERTY & LIABILITY INSURANCE	\$32,344	\$13,186	\$14,140	\$14,140	\$0	(\$14,140)	-100%
100-24-1535-52-3201 - POSTAGE SHIPPING & COURIER	\$0	\$0	\$500	\$0	\$250	(\$250)	-50%
100-24-1535-52-3202 - TELEPHONES & COMMUNICATION	\$76,483	\$71,024	\$74,000	\$45,640	\$74,500	\$500	1%
100-24-1535-52-3203 - OTHER TELECOMMUNICATIONS	\$804,097	\$802,523	\$645,336	\$389,510	\$781,500	\$136,164	21%
100-24-1535-52-3500 - TRAVEL FOR EMPLOYEES	-	\$0	\$1,000	\$0	\$0	(\$1,000)	-100%
100-24-1535-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$0	\$0	\$2,000	\$113	\$10,000	\$8,000	400%
100-24-1535-53-1102 - OFFICE SUPPLIES	\$409	\$296	\$1,500	\$387	\$1,500	\$0	0%
100-24-1535-53-1105 - GENERAL DEPARTMENT EXPENSE	\$125	\$843	\$3,000	\$2,008	\$1,000	(\$2,000)	-67%
100-24-1535-53-2401 - COMPUTER HARDWARE/SOFTWARE	\$0	\$475,695	\$747,664	\$471,228	\$906,583	(\$144,664)	-19%
100-24-1535-54-2202 - COMPUTERS/ SOFTWARE	\$165,054	\$0	\$0	\$0	\$0	\$0	0%
Information Technology Services	\$1,493,550	\$1,831,565	\$1,987,514	\$1,267,238	\$2,436,643	\$145,546	



CITY OF
FORESTPARK



Mission Statement

To ensure that we are in compliance with state and federal guidelines and all applicable labor laws. We also strive to foster relationships with employees and provide a safe & professional work environment.

Department Vision

The Human Resources Department envisions a city workforce that reflects diversity, equity and excellence, driving the success of Forest Park's operations.

By fostering a culture of inclusivity and professional development, the department aims to attract and retain top talent while ensuring fair treatment and support for all employees. This vision includes a commitment to compliance with labor laws and best practices in workforce management, ensuring that the city is not only a great place to work but also a model employer in the public sector.

The Human Resources Department is dedicated to empowering employees to reach their full potential, ultimately enhancing service delivery to the community.

Ms. Shalonda Brown Director, Human Resources



Shalonda Brown is an accomplished Human Resources professional with over two decades of experience in local government and organizational management. Originally from Quincy, Florida, she holds a Bachelor's Degree in Human Resources Management from Southern New Hampshire University and is a Certified Municipal Clerk as well as a Certified Workplace Mediator and Trainer in Conflict Resolution.

Ms. Brown began her public service career in 2001 with the City of Tallahassee. In 2005, she relocated to Georgia and continued her work in municipal government with the City of Alpharetta. She later joined CH2M Hill Jacobs, where she played a critical role in the successful startup of several municipalities, including the City of Milton and the City of Tucker, over a 12-year tenure.

In April 2018, Ms. Brown joined the City of Forest Park as Executive Assistant to the Mayor, City Council, and City Manager, while also serving as City Clerk, making history as the city's first Black appointed City Clerk. In April 2020, she was appointed as the City's first Black Human Resources Director. Recognized for her leadership and strategic insight, she was later named interim City Manager, serving in this role for two months.

Ms. Brown brings a unique and well-rounded skill set that spans multiple sectors including human resources, administrative services, financial services, utility billing, business training, and donor retention for public broadcasting. She is known for her passion for advocating on behalf of employees and for creating inclusive and effective workplace environments. She is a proud member of Alpha Sigma Alpha Society, Incorporated, and is deeply committed to public service, professional development, and fostering positive organizational culture.

City of Forest Park
Department Staffing Needs Worksheet

Department Name: Human Resources

Prepared By: Shalonda Brown

Date: May 7, 2026

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records.

Job Title	# of Positions	# Vacant
Human Resources Director	1	0
Deputy Director of Human Resources	1	0
Risk Manager	1	0
Human Resources Generalist	1	0
Payroll Specialist	1	0
HR Coordinator	1	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay
N/a	n/a	n/a

Additional Comments

HR Department Organizational Chart



Approved Positions: FY26-27

Budget

- HR Director
- Deputy HR Director
- Risk Manager
- HR Generalist
- Payroll Specialist
- HR Coordinator

2026 sdb

Human Resources	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-25-1540-51-1101 - SALARIES	\$386,993	\$448,096	\$552,000	\$381,432	\$588,811	\$36,811	7%
100-25-1540-51-1301 - OVERTIME	\$0	\$64	\$100	\$0	\$100	\$0	0%
100-25-1540-51-2101 - LIFE AND HEALTH INSURANCE	\$66,806	\$71,653	\$60,091	\$60,091	\$48,238	(\$11,853)	-20%
100-25-1540-51-2201 - FICA	\$23,437	\$27,373	\$34,224	\$22,884	\$35,443	\$1,219	4%
100-25-1540-51-2301 - MEDICARE	\$5,481	\$6,402	\$8,236	\$5,352	\$8,768	\$532	6%
100-25-1540-51-2401 - RETIREMENT CONTRIBUTIONS	\$9,651	\$16,683	\$32,967	\$16,275	\$33,812	\$845	3%
100-25-1540-51-2702 - WORKERS COMP CLAIMS	\$5,158	\$2,079	\$0	\$0	\$0	\$0	0%
100-25-1540-51-2902 - EMPLOYEE APPRECIATION	\$0	\$0	\$0	\$0	\$1,000	\$1,000	0%
100-25-1540-51-2903 - EMPLOYEE DEATH BENEFIT	\$0	\$0	\$0	\$0	\$20,000	\$20,000	0%
100-25-1540-51-2904 - EMPLOYEE APPRECIATION	\$35,088	\$62,652	\$53,875	\$53,139	\$10,000	(\$43,875)	-81%
100-25-1540-52-1202 - PROFESSIONAL AND CONTRACTUAL	\$0	\$38,757	\$25,000	\$23,033	\$30,000	\$5,000	20%
100-25-1540-52-2205 - JANITORIAL SERVICES	\$1,748	\$0	\$0	\$0	\$0	\$0	0%
100-25-1540-52-3201 - POSTAGE SHIPPING & COURIER	\$0	\$562	\$706	\$706	\$250	(\$456)	-65%
100-25-1540-52-3401 - PRINTING	\$0	\$298	\$1,000	\$60	\$1,000	\$0	0%
100-25-1540-52-3402 - PRINTING	\$1,520	\$260	\$250	(\$163)	\$0	(\$250)	-100%
100-25-1540-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$944	\$2,300	\$2,255	\$0	(\$2,300)	-100%
100-25-1540-52-3601 - DUES AND SUBSCRIPTIONS	\$1,544	\$1,220	\$2,250	\$360	\$3,000	\$750	33%
100-25-1540-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$5,498	\$6,252	\$7,700	\$2,763	\$25,000	\$17,300	225%
100-25-1540-52-3709 - EMPLOYEE SAFETY TRAINING	\$0	\$0	\$0	\$0	\$2,500	\$2,500	0%
100-25-1540-52-3917 - ONBOARDING AND RECRUITMENT	\$50,824	\$17,691	\$12,264	\$9,621	\$15,000	\$2,736	22%
100-25-1540-52-3920 - SPECIAL EVENTS FOREST PARK DAY	\$0	\$1,784	\$0	\$0	\$0	\$0	0%
100-25-1540-53-1102 - OFFICE SUPPLIES	\$7,450	\$4,360	\$6,000	\$1,602	\$3,000	(\$3,000)	-50%
100-25-1540-53-1103 - COPIER EXPENSE	\$2,449	\$7,365	\$6,500	\$5,640	\$6,500	\$0	0%
100-25-1540-53-1105 - GENERAL DEPARTMENT EXPENSE	\$16,298	\$22,053	\$20,000	\$11,695	\$30,000	\$10,000	50%
100-25-1540-53-1201 - EMPLOYEE ASSISTANCE PROGRAM	\$1,905	\$8,507	\$8,000	\$5,970	\$40,000	\$32,000	400%
Total - Human Resources	\$621,850	\$745,055	\$833,463	\$602,715	\$902,422	\$68,959	



CITY OF
FORESTPARK



ECONOMIC DEVELOPMENT



Mission Statement

To stimulate business development and engagement through strategic partnerships, smart growth initiatives, and effective management of development authorities.



Department Vision

The Economic Development Department aims to create a dynamic and inclusive economic environment in Forest Park, where businesses can thrive and contribute to the community's prosperity.

The Department envisions a city that embraces smart growth and sustainable development, fostering collaboration amongst stakeholders to enhance the business landscape. It includes a robust Main Street Program designed to mobilize creatively conceived events that build brand awareness and business development.

By supporting business retention and expansion initiatives, the Department seeks to build a vibrant economy that not only attracts new investments but also nurtures local enterprises.

This vision reflects a commitment to creating opportunities for all residents and promoting economic resilience.

Ms. Rochelle Dennis

Director, Economic Development Department



Rochelle Dennis brings more than 25 years of experience in economic and business development, strategic communications, fundraising, and event and project planning to the Economic Development Department.

Known for her compelling storytelling and strategic insight, Rochelle has a track record of delivering measurable results. She has raised significant capital investments, led award-winning communications initiatives—including two Public Relations Mercury Awards, transformed communities, and developed forward-thinking strategies that drive business and social impact.

A native of Charleston, South Carolina, Rochelle holds a Master's degree in Journalism and Mass Communication from the University of South Carolina and a Bachelor's degree in Political Science from the University of North Carolina Charlotte. She is a proud member of Alpha Kappa Alpha Sorority, Inc., the President and charter member of Women of Clayton County, former Vice President of the Clayton County Democratic Party, and a graduate of Leadership Clayton, Leadership Columbia (SC), the Atlanta Regional Commission's Regional Leadership Institute, and the Georgia Academy of Economic Development.

Rochelle is also a frequent speaker on economic development, branding, fundraising, and strategic event planning. She currently resides in Jonesboro, Georgia, with her husband, son, two dogs, and a revolving door of rescue cats.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Economic Development

Prepared By: Shalonda Brown

Date: May 7, 2026

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records.

Job Title	# of Positions	# Vacant
Economic Director	1	0
Main Street Manager	1	0
Staff Assistant	1	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay
N/a	n/a	n/a

Additional Comments

OFFICE OF ECONOMIC DEVELOPMENT



ROCHELLE B. DENNIS
Economic Development Director



CHARISE CLAY
Project Manager
Main Street MyBurger



DIEUVALDA LAMARTINIÈRE
Staff Assistant



AFFILIATE BOARDS

DEVELOPMENT AUTHORITY

DOWNTOWN DEVELOPMENT AUTHORITY

URBAN REDEVELOPMENT AGENCY

Economic Development	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-26-7520-51-1101 - SALARIES	\$250,564	\$259,916	\$292,864	\$135,147	\$290,743	(\$4,984)	-2%
100-26-7520-51-1301 - OVERTIME	\$0	\$0	\$0	\$95	\$0	\$0	0%
100-26-7520-51-2101 - LIFE AND HEALTH INSURANCE	\$58,250	\$64,961	\$76,700	\$31,762	\$65,937	(\$10,763)	-14%
100-26-7520-51-2201 - FICA	\$15,471	\$15,828	\$18,158	\$9,138	\$17,499	(\$659)	-4%
100-26-7520-51-2301 - MEDICARE	\$3,618	\$3,702	\$4,247	\$2,137	\$4,174	(\$73)	-2%
100-26-7520-51-2401 - RETIREMENT CONTRIBUTIONS	\$961	\$9,638	\$17,835	\$8,635	\$17,727	(\$108)	-1%
100-26-7520-51-2904 - EMPLOYEE APPRECIATION	\$376	\$384	\$1,000	\$256	\$1,000	\$0	0%
100-26-7520-52-1002 - CONSULTING SERVICES	\$0	\$2,400	\$4,400	\$3,045	\$7,000	\$2,600	59%
100-26-7520-52-3401 - PRINTING	\$2,774	\$2,992	\$2,000	\$1,765	\$2,000	\$0	0%
100-26-7520-52-3406 - DUES AND SUBSCRIPTIONS	\$651	\$476	\$2,289	\$1,689	\$6,000	\$3,711	162%
100-26-7520-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$655	\$1,547	\$1,547	\$0	\$453	29%
100-26-7520-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$2,361	\$505	\$3,000	\$873	\$5,000	\$0	0%
100-26-7520-52-3913 - PUBLIC RELATIONS	\$0	\$1,123	\$0	\$0	\$0	\$0	0%
100-26-7520-52-3915 - MEETINGS AND EVENTS	\$2,987	\$4,106	\$4,000	\$1,557	\$4,000	\$0	0%
100-26-7520-52-3916 - OTHER PURCHASED SERVICES	\$580	\$664	\$500	\$0	\$500	\$0	0%
100-26-7520-53-1102 - OFFICE SUPPLIES	\$2,545	\$6,110	\$3,500	\$1,967	\$4,000	\$500	14%
100-26-7520-53-1105 - GENERAL DEPARTMENT EXPENSE	\$825	\$2,225	\$2,000	\$1,845	\$2,000	\$0	0%
100-26-7520-53-1106 - FACILITY MAINT & REPAIR	\$358	\$0	\$0	\$0	\$0	\$0	0%
100-26-7520-53-1107 - FACILITY MAINT & REPAIRS	\$6,209	\$70	\$500	\$190	\$1,000	\$500	100%
Total - Economic Development	\$348,530	\$375,755	\$434,540	\$201,648	\$428,580	(\$8,823)	

**NEW
PROPOSED
DEPARTMENT**



City Clerk



Vanessa Holiday
City Clerk

Mission Statement

Committed to delivering efficient, courteous, and professional service, the City Clerk's Office supports democratic processes, safeguards public records, and promotes transparency. The office works to ensure open government, encourage active community participation, and preserve the city's historical and civic legacy.

Overview

Guided by principles of ethical service, the City Clerk's Office serves the citizens of Forest Park by managing essential functions, including legislative services, records management, the municipal code, and advisory body programs. These efforts support transparent, accountable, and effective local governance.

Legislative Services: Coordinates the preparation and distribution of official city council agendas before each city council meeting. Before and after the city council takes action, ensure that actions comply with statutes and regulations and that all actions are properly executed, recorded, and archived. Regular city council meetings are held on the first and third Monday of every month unless otherwise noticed.

Records Management: Custodian of all public records of the city, including ordinances, resolutions, minutes of the city council, election-related documents, campaign disclosure filings, statements of economic interest, and many others.

Municipal Code: Maintains the municipal code, which is a comprehensive compilation of city laws and regulations readily accessible online. The office's mission is to empower citizens with knowledge.

City Clerk	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-29-1130-51-1101 - SALARIES					\$356,342	\$356,342	0%
100-29-1130-51-1301 - OVERTIME					\$0	\$0	0%
100-29-1130-51-2101 - LIFE AND HEALTH INSURANCE					\$40,000	\$40,000	0%
100-29-1130-51-2201 - FICA					\$22,093	\$22,093	0%
100-29-1130-51-2301 - MEDICARE					\$5,167	\$5,167	0%
100-29-1130-51-2401 - RETIREMENT CONTRIBUTIONS					\$3,563	\$3,563	0%
100-29-1130-51-2904 - EMPLOYEE APPRECIATION					\$1,000	\$1,000	0%
100-29-1130-52-1106 - ELECTION EXPENSE					\$50,000	\$50,000	0%
100-29-1130-52-3201 - POSTAGE SHIPPING & COURIER					\$1,000	\$1,000	0%
100-29-1130-52-3301 - LEGAL ADVERTISEMENTS					\$3,000	\$3,000	0%
100-21-1320-52-3401 - ADVERTISING AND MARKETING					\$7,500	\$7,500	0%
100-29-1130-52-3402 - PROMOTIONAL ITEMS					\$5,000	\$5,000	0%
100-29-1130-XX-XXXX - HOSPITALITY					\$10,000	\$10,000	0%
100-29-1130-52-3601 - DUES AND SUBSCRIPTIONS					\$2,000	\$2,000	0%
100-29-1130-52-3701 - TRAVEL, TRAINING & CONFERENCES					\$15,000	\$15,000	0%
100-29-1130-53-1102 - OFFICE SUPPLIES					\$10,000	\$10,000	0%
100-29-1130-53-1105 - GENERAL DEPARTMENT EXPENSE					\$30,000	\$30,000	0%
100-29-1130-53-2401 - SOFTWARE					\$12,000	\$12,000	0%
Total - Chief Executive Office	\$0	\$0	\$0	\$0	\$573,666	\$573,666	



CITY OF
FORESTPARK



Mission Statement

To provide comprehensive law enforcement services, focusing on crime prevention, public safety and community-oriented policing initiatives.



Department Vision

The Police Department envisions a safe and secure Forest Park where law enforcement and the community work collaboratively to prevent crime and enhance public safety.

Through proactive policing strategies and community-oriented programs, the department works to build strong relationships with residents, fostering trust and cooperation.

This vision underscores a commitment to transparency in policing practices and the importance of community engagement in crime prevention efforts.

The Police Department strives to be a model of excellence in law enforcement, dedicated to serving and protecting all members of the community.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Police Department – Andreas Smith, Deputy Chief

Prepared By: Shalonda Brown

Date: May 11, 2026

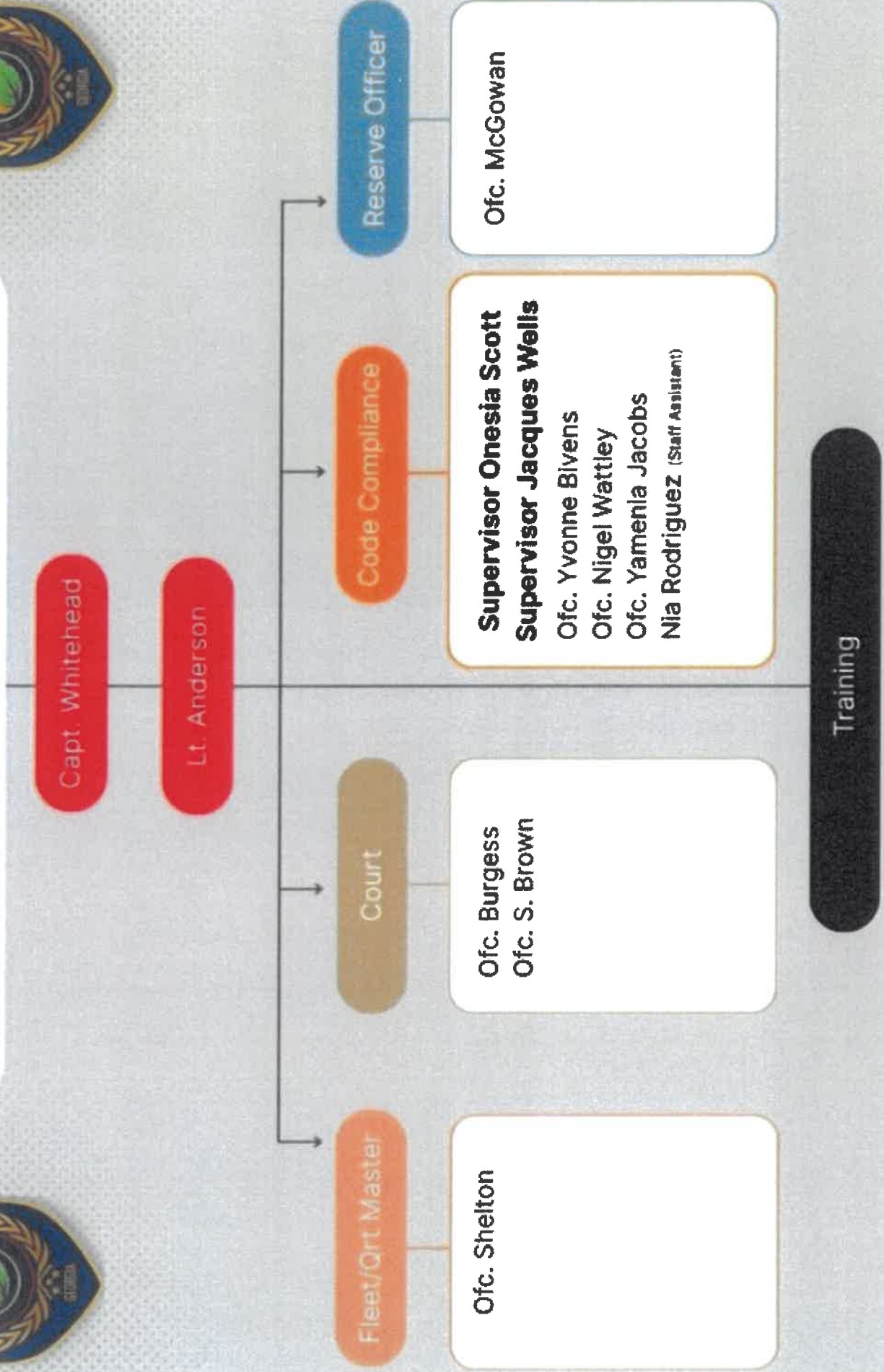
Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space, just attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
Chief of Police	1	1
Deputy Chief	1	0
Major	2	0
Captains	5	0
Lieutenant	7	0
Sergeant	13	3
Detectives	7	1
Master Police Officer (MPO)	14	0
Senior Police Officer	43	15
Police Officer (Recruits)	3	3
Administrative Assistant	1	0
Office Assistant	2	0
Office Coordinator	2	0
Sr. Office Assistant	1	0
Staff Assistant	2	0
Crime Scene Investigator	1	0
Records Supervisor	1	0

Animal Control	2	1
E911 Communications Operator	9	0
E911 Communications Operator Sr.	3	0
E911 Communications Operator Manager	1	0
Code Compliance Supervisor	2	0
Code Enforcement Officers	4	1
Staff Assistant (Code Enforcement)	1	0
Total	128	25

Forest Park Police Department Support Service Organization Chart



Forest Park Police Department FOD Organization Chart



Capt. Jackson

**Lt. Sparks
Adam Team**

**Prov. Sgt. Rosario
(Detective)**
Ofc. Chandler
Ofc. Johnson
Ofc. Singh
Ofc. Grant-Jones
Ofc. Ti Wilson
Ofc. Cruzeleo

**Lt. McDonald
Baker Team**

**Prov. Sgt. Vaughn
(Senior Officer)**
Ofc. Fields
Ofc. Das (Sager)
Ofc. Cowell
Ofc. Baker
Ofc. Bosby
K-9 Ofc. Chittick

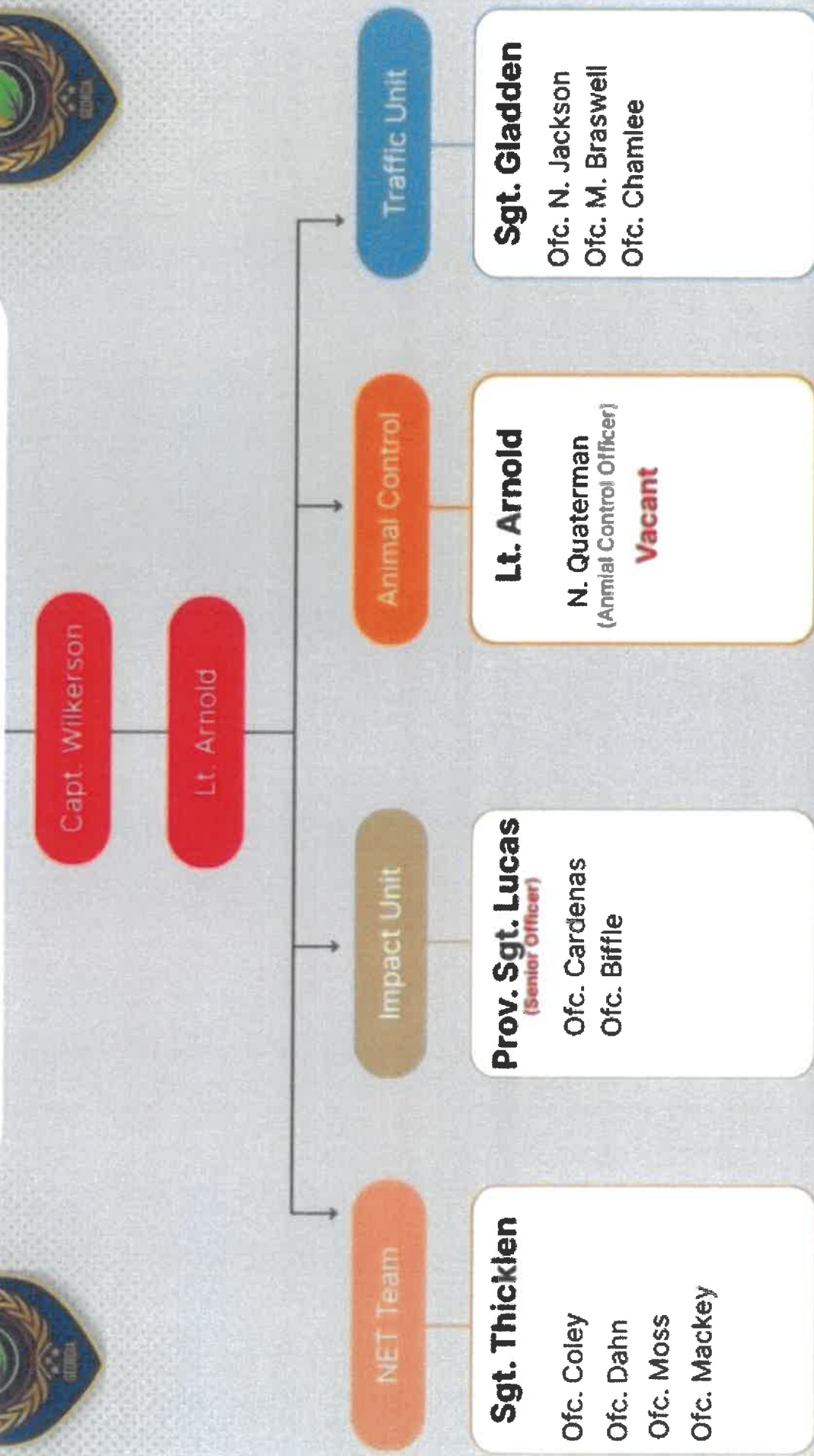
**Lt. Pitts
Charlie Team**

Sgt. Colvin
Ofc. Malone
Ofc. Mariaty
Ofc. Das (Sykot)
Ofc. Keith
Ofc. R. Jones
Ofc. Ju Brown
Ofc. Parker
K9- Ofc. Taylor

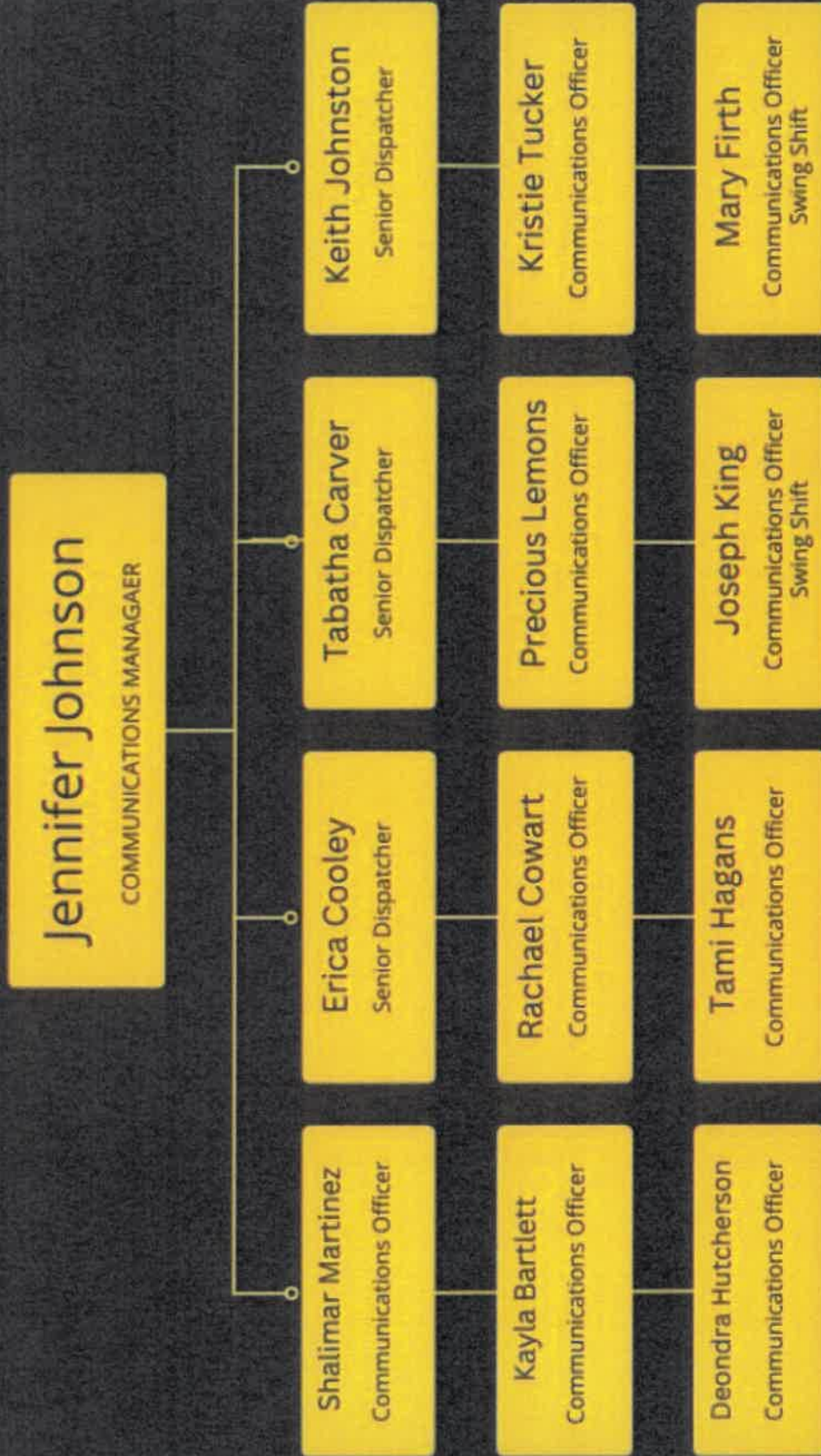
**Lt. Cantrell
Delta Team**

Sgt. Croom
Ofc. Green
Ofc. Wise
Ofc. King
Ofc. Vann
Ofc. Flippin
Ofc. D. Jones
K-9 Ofc. Nathaniel

Forest Park Police Department SOD Organization Chart



COMMUNICATIONS



Police Services	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-31-3210-51-1101 - SALARIES	\$5,937,390	\$6,728,453	\$6,563,181	\$4,771,690	\$7,576,712	\$910,531	14%
100-31-3210-51-1301 - OVERTIME	\$407,540	\$279,293	\$250,000	\$174,494	\$250,000	\$0	0%
100-31-3210-51-2101 - LIFE AND HEALTH INSURANCE	\$1,754,690	\$2,028,684	\$2,140,500	\$1,556,968	\$2,075,267	(\$65,233)	-3%
100-31-3210-51-2201 - FICA	\$386,083	\$429,987	\$416,217	\$296,882	\$463,626	\$41,023	10%
100-31-3210-51-2301 - MEDICARE	\$89,852	\$100,562	\$97,341	\$69,432	\$112,038	\$13,203	14%
100-31-3210-51-2401 - RETIREMENT CONTRIBUTIONS	\$91,588	\$270,160	\$408,833	\$197,934	\$416,765	\$6,902	2%
100-31-3210-51-2602 - UNEMPLOYMENT CLAIMS PAID	\$0	\$3,775	\$0	\$878	\$0	\$0	0%
100-31-3210-51-2701 - WORKERS COMP PREMIUM	\$59,913	\$55,242	\$60,000	\$57,462	\$60,000	\$0	0%
100-31-3210-51-2702 - WORKERS COMP CLAIMS	\$79,595	\$103,546	\$90,000	\$551,108	\$90,000	\$0	0%
100-31-3210-51-2904 - EMPLOYEE APPRECIATION	\$3,544	\$7,363	\$7,500	\$3,759	\$7,500	\$0	0%
100-31-3210-52-1002 - CONSULTING SERVICES	\$914	\$0	\$0	\$0	\$0	\$0	0%
100-31-3210-52-1201 - ATTORNEY FEES COLLECTED	\$0	\$1,350	\$0	\$0	\$0	\$0	0%
100-31-3210-52-1202 - PROFESSIONAL AND CONTRACTUAL	\$15,000	\$17,035	\$35,500	\$5,407	\$50,000	\$14,500	41%
100-31-3210-52-1203 - JAIL TERTIARY CARE	\$8,787	\$5,080	\$5,000	\$0	\$15,000	\$10,000	200%
100-31-3210-52-1300 - TECHNICAL CONTRACT SERVICES	\$405,234	\$209,577	\$82,500	\$522	\$110,000	\$27,500	33%
100-31-3210-52-1301 - SOFTWARE MAINTENANCE	\$4,615	\$0	\$0	\$0	\$0	\$0	0%
100-31-3210-52-2201 - OFFICE EQUIPMENT MAINTENANCE	\$1,331	\$4,336	\$5,000	\$1,240	\$5,000	\$0	0%
100-31-3210-52-2203 - MISC EQUIPMENT MAINTENANCE	\$95,905	\$113,386	\$75,000	\$74,111	\$75,000	\$0	0%
100-31-3210-52-2209 - RADIO EQUIPMENT	\$93,873	\$6,272	\$20,000	\$348	\$0	(\$20,000)	-100%
100-31-3210-52-2214 - FACILITY IMPROVEMENTS	\$11,649	\$0	\$0	\$0	\$0	\$0	0%
100-31-3210-52-3101 - VEHICLE INSURANCE	\$110,319	\$68,679	\$70,000	\$73,645	\$75,000	\$5,000	7%
100-31-3210-52-3102 - PROPERTY & LIABILITY INSURANCE	\$115,096	\$107,076	\$120,000	\$113,618	\$120,000	\$0	0%
100-31-3210-52-3201 - POSTAGE SHIPPING & COURIER	\$3,859	\$16	\$500	\$6	\$500	\$0	0%
100-31-3210-52-3202 - TELEPHONES & COMMUNICATION	\$19,266	\$14,606	\$9,000	\$2,902	\$4,500	(\$4,500)	-50%
100-31-3210-52-3401 - PRINTING	\$2,945	\$1,947	\$2,000	\$1,995	\$2,200	\$200	10%
100-31-3210-52-3500 - TRAVEL FOR EMPLOYEES	\$266	\$12,859	\$5,000	\$2,225	\$0	(\$5,000)	-100%
100-31-3210-52-3601 - DUES AND SUBSCRIPTIONS	\$2,593	\$7,601	\$7,000	\$4,251	\$7,000	\$0	0%
100-31-3210-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$25,750	\$17,832	\$29,000	\$18,782	\$25,000	(\$4,000)	-14%
100-31-3210-52-3710 - EDUC SUPPLIES & INCENTIVES	\$4,637	\$0	\$0	\$0	\$0	\$0	0%
100-31-3210-52-3711 - EDUCATION & TRAINING OTHER	\$932	\$0	\$0	\$0	\$0	\$0	0%
100-31-3210-52-3712 - TRAINING AIDS - OTHER	\$32,900	\$8,046	\$5,000	\$4,350	\$5,000	\$0	0%
100-31-3210-52-3925 - GEO. INFORMATION SYSTEM (GIS)	\$16,692	\$0	\$0	\$0	\$0	\$0	0%
100-31-3210-53-1102 - OFFICE SUPPLIES	\$14,568	\$13,402	\$13,500	\$13,354	\$13,500	\$0	0%
100-31-3210-53-1103 - COPIER EXPENSE	\$13,403	\$15,821	\$14,000	\$9,745	\$14,000	\$0	0%
100-31-3210-53-1105 - GENERAL DEPARTMENT EXPENSE	\$5,491	\$8,435	\$14,000	\$7,747	\$16,500	\$2,500	18%
100-31-3210-53-1210 - UTILITIES - WATER/SEWER	\$8,806	\$10,068	\$9,000	\$7,836	\$9,000	\$0	0%
100-31-3210-53-1221 - UTILITIES - NATURAL GAS	\$5,892	\$6,282	\$6,000	\$6,016	\$6,000	\$0	0%
100-31-3210-53-1231 - UTILITIES-ELECTRICITY	\$82,066	\$54,652	\$49,015	\$49,015	\$40,000	(\$9,015)	-18%
100-31-3210-53-1270 - FLEET GAS CHARGE	\$317,132	\$194,109	\$0	\$0	\$0	\$0	0%
100-31-3210-53-1604 - OFFICE IMPROVEMENTS	\$2,358	\$2,118	\$3,000	\$867	\$0	(\$3,000)	-100%
100-31-3210-53-1701 - SHOP WITH A COP PAYABLES	\$0	\$106	\$2,956	\$2,956	\$0	(\$2,956)	-100%
100-31-3210-53-1702 - UNIFORMS & RAINWEAR	\$42,899	\$93,452	\$90,000	\$78,870	\$90,000	\$0	0%
100-31-3210-53-1703 - FIRST AID /MEDICAL SUPPLIES	\$1,812	\$985	\$1,500	\$956	\$1,000	(\$500)	-33%
100-31-3210-53-1704 - DETECTIVE SUPPLIES	\$14,101	\$9,834	\$9,000	\$7,877	\$10,000	\$1,000	11%
100-31-3210-53-1705 - CRIME PREVENTION EXPENSE	\$4,865	\$4,955	\$5,000	\$4,912	\$10,000	\$5,000	100%
100-31-3210-53-1707 - POLICE EQUIPMENT	\$42,806	\$2,306	\$0	\$0	\$0	\$0	0%
100-31-3210-53-1708 - K-9 SUPPLIES AND EQUIPMENT	\$44,555	\$21,098	\$23,000	\$21,825	\$18,000	(\$5,000)	-22%
100-31-3210-53-1709 - FILM /PUB. RELATIONS EVENTS	\$15,553	\$0	\$0	\$0	\$0	\$0	0%
100-31-3210-53-1710 - SERVICE WEAPONS AND AMMUNITION	\$30,969	\$13,391	\$15,000	\$24,155	\$25,000	\$10,000	67%
100-31-3210-53-1711 - RADIO/SURVEILLANCE EQUIP	\$2,195	\$26,238	\$10,000	\$3,741	\$5,000	(\$5,000)	-50%
100-31-3210-53-1713 - FLEET LABOR CHARGE	\$112,596	\$107,644	\$0	\$0	\$0	\$0	0%
100-31-3210-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$150,832	\$197,786	\$41,000	\$27,554	\$30,000	(\$11,000)	-27%
100-31-3210-53-1715 - FLEET OVERHEAD CHARGE	\$68,166	\$65,884	\$0	\$0	\$0	\$0	0%
100-31-3210-61-1001 - TRANSFERS CAPITAL	\$46,593	\$0	\$0	\$0	\$0	\$0	0%
100-31-3260-53-1104 - FACILITY SUPPLIES	\$24,584	\$16,071	\$17,500	\$9,662	\$17,500	\$0	0%
100-31-3260-53-1106 - FACILITY MAINT & REPAIR	\$89,931	\$151,870	\$82,996	\$40,791	\$65,000	(\$17,996)	-22%
Total - Police Services	\$10,924,931	\$11,619,270	\$10,910,539	\$8,301,888	\$11,916,608	\$894,159	

E911 Communications	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-32-3801-51-1101 - SALARIES	\$548,167	\$537,883	\$819,208	\$537,873	\$848,198	\$28,990	4%
100-32-3801-51-1301 - OVERTIME	\$64,327	\$70,838	\$85,000	\$65,516	\$85,000	\$0	0%
100-32-3801-51-2101 - LIFE AND HEALTH INSURANCE	\$232,983	\$199,306	\$287,500	\$192,540	\$287,500	\$0	0%
100-32-3801-51-2201 - FICA	\$37,334	\$37,421	\$50,791	\$36,063	\$51,057	\$266	1%
100-32-3801-51-2301 - MEDICARE	\$8,731	\$8,752	\$11,879	\$8,434	\$12,299	\$420	4%
100-32-3801-51-2401 - RETIREMENT CONTRIBUTIONS	\$5,440	\$20,717	\$49,890	\$24,154	\$49,735	(\$155)	0%
100-32-3801-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$746	\$1,000	\$85	\$0	(\$1,000)	-100%
100-32-3801-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$550	\$450	\$2,000	\$886	\$3,000	\$1,000	50%
100-32-3801-53-1102 - OFFICE SUPPLIES	\$2,104	\$647	\$1,827	\$1,827	\$1,800	(\$27)	-1%
100-32-3801-53-1702 - UNIFORMS & RAINWEAR	\$229	\$1,533	\$1,500	\$1,118	\$3,000	\$1,500	100%
Total - E911 Communications	\$899,865	\$878,293	\$1,310,595	\$868,496	\$1,341,589	\$30,994	

Animal Control	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-56-3910-51-1101 - SALARIES	\$81,212	\$88,395	\$116,420	\$50,145	\$123,202	(\$54,819)	-47%
100-56-3910-51-1301 - OVERTIME	\$1,125	\$2,652	\$0	\$1,223	\$0	\$0	0%
100-56-3910-51-2101 - LIFE AND HEALTH INSURANCE	\$15,491	\$16,345	\$16,407	\$11,141	\$32,812	(\$1)	0%
100-56-3910-51-2201 - FICA	\$5,086	\$5,558	\$7,218	\$3,162	\$7,428	(\$3,504)	-49%
100-56-3910-51-2301 - MEDICARE	\$1,190	\$1,300	\$1,688	\$739	\$1,784	(\$796)	-47%
100-56-3910-51-2401 - RETIREMENT CONTRIBUTIONS	\$261	\$5,259	\$7,090	\$3,433	\$6,523	(\$567)	-8%
100-56-3910-52-1102 - OFFICE SUPPLIES	\$315	\$480	\$500	\$310	\$500	\$0	0%
100-56-3910-52-3101 - VEHICLE INSURANCE	\$1,140	\$749	\$1,200	\$803	\$1,200	\$0	0%
100-56-3910-52-3204 - WALKIE TALKIE RADIO MAINTENANC	\$0	\$0	\$1,000	\$0	\$0	(\$1,000)	-100%
100-56-3910-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$1,133	\$1,000	\$31	\$0	(\$1,000)	-100%
100-56-3910-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$0	\$0	\$0	\$0	\$2,000	\$2,000	0%
100-56-3910-53-1105 - GENERAL DEPARTMENT EXPENSE	\$107	\$3,029	\$2,000	\$1,722	\$2,000	\$0	0%
100-56-3910-53-1270 - FLEET GAS CHARGE	\$3,065	\$0	\$0	\$0	\$0	\$0	0%
100-56-3910-53-1702 - UNIFORMS & RAINWEAR	\$1,233	\$1,202	\$1,000	\$968	\$1,000	\$0	0%
100-56-3910-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$6,000	0%
100-56-3910-53-1715 - FLEET OVERHEAD CHARGE	(\$2,666)	\$0	\$0	\$0	\$0	\$0	0%
Total - Animal Control	\$107,559	\$126,102	\$155,523	\$73,677	\$178,449	(\$53,687)	

Code Compliance	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-57-7410-51-1101 - SALARIES	\$269,173	\$433,115	\$557,900	\$334,148	\$350,396	(\$104,504)	-19%
100-57-7410-51-1301 - OVERTIME	\$0	\$2,079	\$2,000	\$448	\$2,000	\$0	0%
100-57-7410-51-2101 - LIFE AND HEALTH INSURANCE	\$16,988	\$133,186	\$142,100	\$98,663	\$120,576	(\$21,524)	-15%
100-57-7410-51-2201 - FICA	\$16,355	\$26,688	\$34,590	\$20,087	\$20,906	(\$7,298)	-21%
100-57-7410-51-2301 - MEDICARE	\$3,825	\$6,241	\$8,090	\$4,698	\$5,080	(\$1,516)	-19%
100-57-7410-51-2401 - RETIREMENT CONTRIBUTIONS	\$8,860	\$16,985	\$33,976	\$16,449	\$31,770	(\$1,176)	-3%
100-57-7410-51-2602 - UNEMPLOYMENT CLAIMS PAID	\$5,143	\$0	\$0	\$0	\$0	\$0	0%
100-57-7410-51-2701 - WORKERS COMP PREMIUM	\$1,285	\$2,393	\$2,400	\$1,437	\$2,400	\$0	0%
100-57-7410-51-2904 - EMPLOYEE APPRECIATION	\$432	\$951	\$1,000	\$570	\$1,000	\$0	0%
100-57-7410-52-3101 - VEHICLE INSURANCE	\$4,563	\$3,122	\$6,000	\$3,348	\$6,000	\$0	0%
100-57-7410-52-3201 - POSTAGE SHIPPING & COURIER	\$1,512	\$839	\$1,500	\$287	\$1,500	\$0	0%
100-57-7410-52-3202 - TELEPHONES & COMMUNICATION	\$4,193	\$2,981	\$11,000	\$3,457	\$11,000	\$0	0%
100-57-7410-52-3401 - PRINTING	\$752	\$609	\$1,000	\$0	\$1,000	\$0	0%
100-57-7410-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$1,044	\$5,000	\$3,903	\$5,000	\$0	0%
100-57-7410-52-3601 - DUES AND SUBSCRIPTIONS	\$256	\$1,273	\$1,400	\$922	\$1,000	(\$400)	-29%
100-57-7410-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$5,030	\$3,758	\$5,000	\$2,934	\$5,000	\$0	0%
100-57-7410-53-1102 - OFFICE SUPPLIES	\$3,055	\$4,846	\$3,600	\$1,660	\$4,000	\$400	11%
100-57-7410-53-1103 - COPIER EXPENSE	\$0	\$0	\$0	\$0	\$3,000	\$3,000	0%
100-57-7410-53-1105 - GENERAL DEPARTMENT EXPENSE	\$1,999	\$8,183	\$5,000	\$1,809	\$5,000	\$0	0%
100-57-7410-53-1702 - UNIFORMS & RAINWEAR	\$1,953	\$5,310	\$4,000	\$3,203	\$6,000	\$2,000	50%
100-57-7410-53-1703 - FIRST AID /MEDICAL SUPPLIES	\$1,904	\$5,943	\$6,000	\$1,631	\$6,000	\$0	0%
Total - Code Compliance	\$347,278	\$659,546	\$831,556	\$499,654	\$588,628	(\$131,018)	



CITY OF
FORESTPARK



RECREATION AND LEISURE SERVICES



Mission Statement

To provide safe and enjoyable recreational facilities and programs that cater to individuals of all ages, fostering community engagement and well-being.



Department Vision

The Recreation and Leisure Services Department envisions a thriving community where citizens of all ages have access to safe and enriching recreational opportunities. By providing diverse programs and well-maintained facilities, the department works to enhance the quality of life for all residents and promote active lifestyles.

This vision reflects a commitment to inclusivity, ensuring that recreational activities cater to the needs and interest of the entire community including a very active population of Legacy Residents who are involved in programming designed by the Department.

The Department seeks to foster community connections and promote well-being, recognizing that leisure activities are vital to a vibrant and engaged citizenry.

Mr. Tarik Maxwell

Director, Department of Recreation and Leisure Services



Tarik L. Maxwell is currently the Director of Recreation and Leisure Services for the City of Forest Park. His primary objective is to expand the perception of Parks and Recreation beyond athletics, to engage the community, grow and build family interaction and create a solid foundation for the stability of our youth. Customer service is a pivotal component of this industry, and he makes it his top priority to ensure that himself and his team provide optimal service to everyone they encounter.

Prior to his current role, Mr. Maxwell was a vital asset to Clayton County Parks and Recreation from 2011-2019 where he worked tirelessly to rebuild communities through people, parks, and programs. He last served as Facility Manager of Jim Hue Steve Lundquist Aquatic Center.

His passion for Parks and Recreation began as an adolescent in Hartwell, Georgia where he was a very competitive football player. Beyond the sport he witnessed firsthand how the program united people of all spectrums no matter their ethnicity, occupation or background. This passion continue into his college tenure when he volunteered in various recreational activities and programs while attending Savannah State University.

Mr. Maxwell works closely with the city's leadership and citizens of Forest Park to ensure the needs and desires of the community are fulfilled with compassion and service.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Tarik Maxwell- Recreation & Leisure

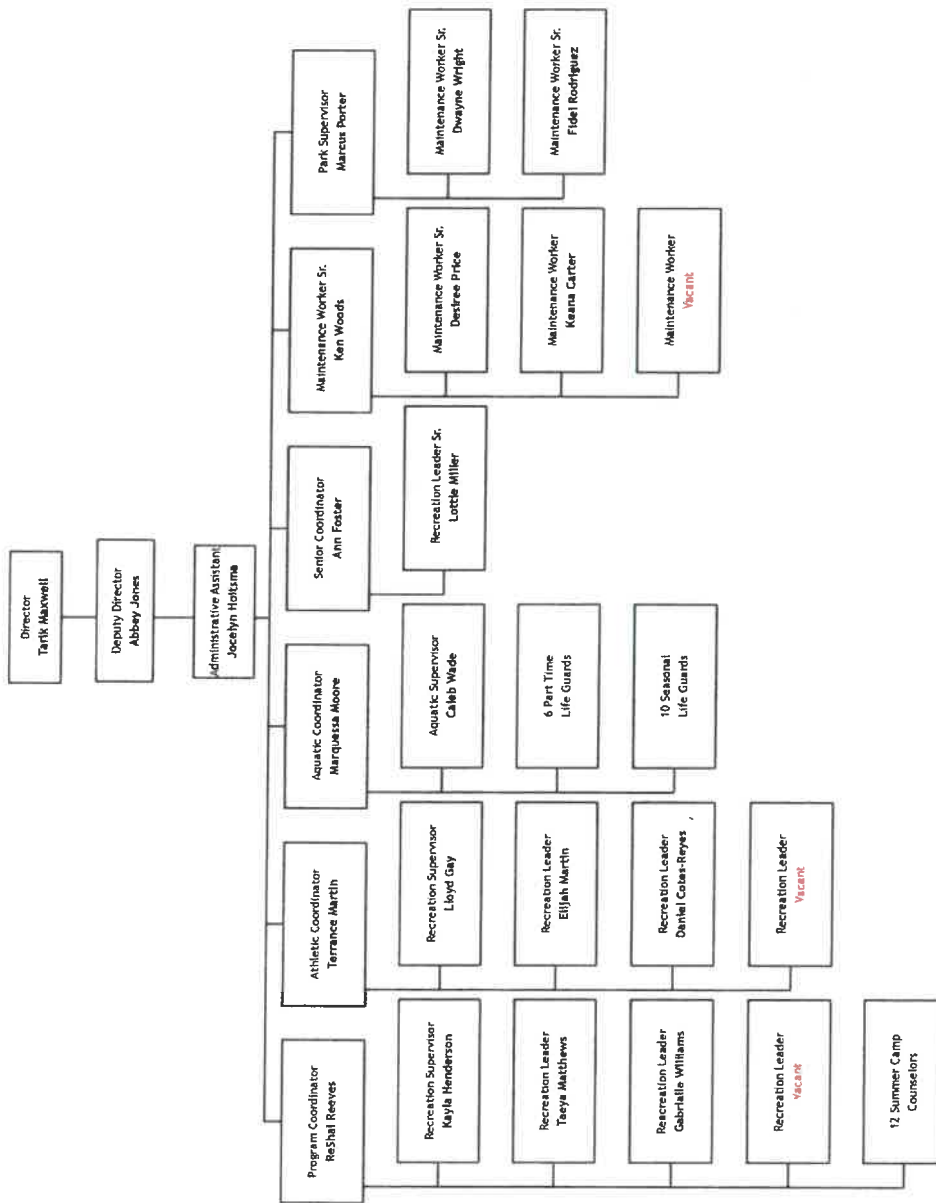
Prepared By: Shalonda Brown

Date: May 7, 2026

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records.

Job Title	# of Positions	# Vacant
Director of Recreation and Leisure	1	0
Deputy Director of Recreation and Leisure	1	0
Administrative Assistant	1	0
Athletic Coordinator	1	0
Program Coordinator	1	0
Aquatic Coordinator	1	0
Senior Coordinator	1	0
Recreation Supervisor	2	0
Aquatic Supervisor	1	0
Recreation Leaders (part-time)	6	2
Recreation Leader Senior (part-time)	2	1
Maintenance Worker Sr.	5	0
Park Supervisor	1	0
Maintenance Worker (part-time)	2	1
Part-time Lifeguards	6	2
Seasonal Lifeguards	10	10
Summer Camp Counselors	15	15



Recreation and Leisure Services	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-41-6110-51-1101 - SALARIES	\$1,030,862	\$1,331,586	\$1,883,907	\$1,074,457	\$999,679	(\$84,228)	-47%
100-41-6110-51-1301 - OVERTIME	\$2,633	\$1,108	\$0	\$10,674	\$10,000	\$10,000	0%
100-41-6110-51-2101 - LIFE AND HEALTH INSURANCE	\$239,279	\$312,110	\$313,300	\$204,791	\$291,777	(\$21,523)	-7%
100-41-6110-51-2201 - FICA	\$63,393	\$82,309	\$126,102	\$66,002	\$77,453	(\$48,649)	-39%
100-41-6110-51-2301 - MEDICARE	\$14,826	\$19,250	\$29,492	\$15,436	\$16,669	(\$12,823)	-43%
100-41-6110-51-2401 - RETIREMENT CONTRIBUTIONS	\$16,599	\$56,527	\$123,865	\$59,969	\$114,712	(\$9,153)	-7%
100-41-6110-51-2701 - WORKERS COMP PREMIUM	\$7,514	\$7,145	\$8,000	\$7,662	\$8,000	\$0	0%
100-41-6110-51-2702 - WORKERS COMP CLAIMS	\$2,936	\$871	\$1,113	\$1,113	\$0	(\$1,113)	-100%
100-41-6110-51-2904 - EMPLOYEE APPRECIATION	\$0	\$1,316	\$1,437	\$1,437	\$1,000	(\$437)	-30%
100-41-6110-52-1202 - PROFESSIONAL AND CONTRACTUAL	\$0	\$29,009	\$25,000	\$16,556	\$50,000	\$25,000	100%
100-41-6110-52-1300 - TECHNICAL CONTRACT SERVICES	\$17,185	\$2,084	\$3,116	\$3,116	\$0	(\$3,116)	-100%
100-41-6110-52-1712 - EQPT MAINT/ALL DEPARTMENTS	\$0	\$0	\$0	\$0	\$40,000	\$40,000	0%
100-41-6110-52-3101 - VEHICLE INSURANCE	\$5,015	\$3,122	\$5,000	\$3,348	\$10,000	\$5,000	100%
100-41-6110-52-3102 - PROPERTY & LIABILITY INSURANCE	\$14,572	\$13,709	\$15,000	\$14,703	\$30,000	\$15,000	100%
100-41-6110-52-3201 - POSTAGE SHIPPING & COURIER	\$8,045	\$338	\$584	\$120	\$500	(\$84)	-14%
100-41-6110-52-3202 - TELEPHONES & COMMUNICATION	\$6,663	\$6,994	\$6,000	\$1,607	\$2,500	(\$3,500)	-58%
100-41-6110-52-3203 - OTHER TELECOMMUNICATIONS	\$0	\$0	\$0	\$602	\$0	\$0	0%
100-41-6110-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$1,271	\$4,446	\$4,446	\$0	(\$4,446)	-100%
100-41-6110-52-3601 - DUES AND SUBSCRIPTIONS	\$0	\$2,701	\$5,756	\$5,207	\$6,000	\$244	4%
100-41-6110-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$14,494	\$5,844	\$6,000	\$1,750	\$11,000	\$5,000	83%
100-41-6110-53-1103 - COPIER EXPENSE	\$7,625	\$6,605	\$6,200	\$3,917	\$4,800	(\$1,400)	-23%
100-41-6110-53-1104 - FACILITY SUPPLIES	\$21,202	\$21,830	\$14,800	\$11,294	\$15,000	\$200	1%
100-41-6110-53-1105 - GENERAL DEPARTMENT EXPENSE	\$6,726	\$0	\$0	\$0	\$0	\$0	0%
100-41-6110-53-1106 - FACILITY MAINT & REPAIR	\$98,937	\$77,464	\$70,000	\$39,446	\$50,000	(\$20,000)	-29%
100-41-6110-53-1210 - UTILITIES - WATER/SEWER	\$31,855	\$48,414	\$35,000	\$16,288	\$35,000	\$0	0%
100-41-6110-53-1221 - UTILITIES - NATURAL GAS	\$11,143	\$11,030	\$9,000	\$8,065	\$9,000	\$0	0%
100-41-6110-53-1231 - UTILITIES-ELECTRICITY	\$76,211	\$54,608	\$72,219	\$72,219	\$75,000	\$2,781	4%
100-41-6110-53-1270 - FLEET GAS CHARGE	\$3,117	\$4,523	\$0	\$0	\$0	\$0	0%
100-41-6110-53-1604 - OFFICE IMPROVEMENTS	\$2,028	\$883	\$0	\$0	\$0	\$0	0%
100-41-6110-53-1702 - UNIFORMS & RAINWEAR	\$4,545	\$10,401	\$8,000	\$990	\$8,000	\$0	0%
100-41-6110-53-1713 - FLEET LABOR CHARGE	\$1,650	\$3,905	\$0	\$0	\$0	\$0	0%
100-41-6110-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$1,058	\$2,582	\$0	\$0	\$0	\$0	0%
100-41-6110-53-1715 - FLEET OVERHEAD CHARGE	\$800	\$800	\$0	\$0	\$0	\$0	0%
100-41-6110-53-1717 - SAFETY EQUIPMENT	\$1,113	\$2,235	\$2,000	\$1,286	\$2,000	\$0	0%
100-41-6120-53-1108 - SENIOR PROGRAMS	\$8,579	\$19,636	\$25,000	\$10,543	\$30,000	\$5,000	20%
100-41-6120-53-1112 - ATHLETIC PROGRAM	\$85,479	\$65,591	\$77,500	\$39,386	\$87,000	\$9,500	12%
100-41-6120-53-1113 - DAY CAMP	\$12,405	\$13,711	\$17,500	\$14,822	\$20,000	\$2,500	14%
100-41-6120-53-1115 - INSTRUCTIONAL CLASSES	\$9,745	\$6,579	\$6,000	\$4,361	\$10,000	\$4,000	67%
100-41-6124-53-1117 - POOLS	\$20,524	\$11,977	\$12,000	\$8,516	\$12,000	\$0	0%
100-41-6190-53-1118 - SPECIAL EVENTS	\$132,718	\$180,550	\$175,000	\$155,768	\$175,000	\$0	0%
100-41-6190-53-1119 - SPECIAL PROJECTS	\$13,381	\$0	\$5,000	\$993	\$5,000	\$0	0%
Recreation and Leisure Services	\$1,994,857	\$2,420,618	\$3,093,337	\$1,880,890	\$2,207,090	(\$886,247)	



CITY OF
FORESTPARK



PUBLIC WORKS



Mission Statement

To ensure the effective maintenance of public facilities, roads and waste management, promoting a clean and functional environment for the community.



Department Vision

The Public Works Department envisions a well maintained and functional city infrastructure that supports the needs of residents and visitors. By overseeing the maintenance of public buildings, roads, and public spaces, the department works to enhance the quality of life in Forest Park.

This vision includes a commitment to efficient waste management and environmental sustainability, ensuring that public spaces are clean, safe and accessible.

The Public Works Department seeks to be a proactive partner in community development, continually striving for improvements that benefit the entire city.

Mr. Alton Matthews
Director, Public Works



Alton Matthews is a dedicated public works leader with over 18 years of experience in municipal operations and construction management. As the Public Works Director for the City of Forest Park, he oversees five key divisions: Sanitation, Grounds, Streets, Fleet, and Signs. Alton brings a deep understanding of infrastructure development, with hands-on expertise in road construction, building renovations, and stormwater management.

Known for his broad knowledge and practical leadership, he is committed to enhancing city services and mentoring the next generation of construction professionals.

Outside of work, Mr. Matthews enjoys traveling, golfing, and spending time with his family.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Alton Matthews – Public Works

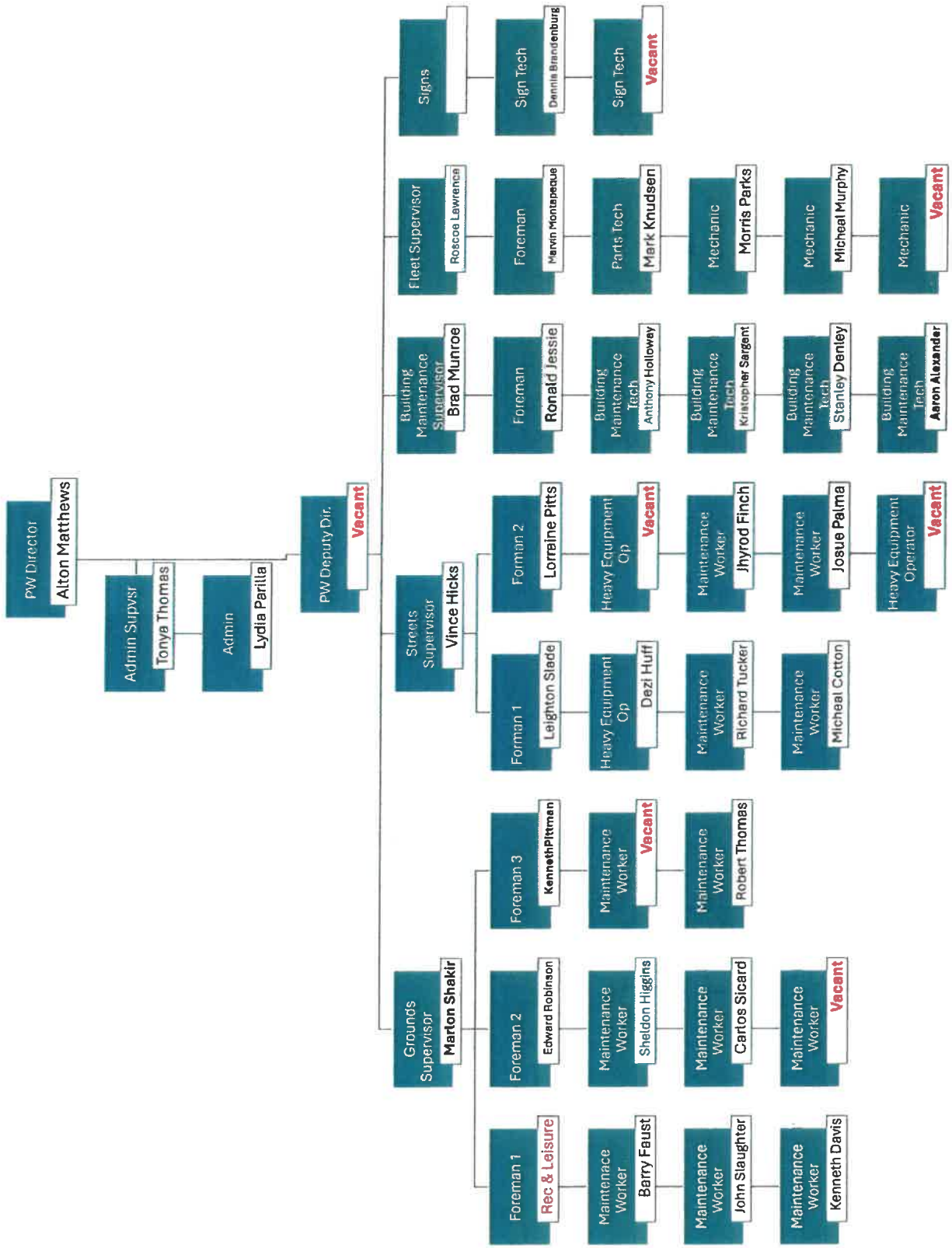
Prepared By: Shalonda Brown

Date: May 7, 2026

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records.

Job Title	# of Positions	# Vacant
Director of Public Works	1	0
Deputy Director of Public Works	1	1
Administrative Supervisor	1	0
Administrative Assistant	1	0
Maintenance Worker	12	1
Sign Technician	2	1
Heavy Equipment Operator	3	1
Sanitation Worker	1	0
Mechanic	3	1
Building Maintenance Technicians	4	1
Building Maintenance Foreman	1	0
Building Maintenance Supervisor	1	0
Fleet Foreman	1	0
Fleet Maintenance Supervisor	1	0
Parts Manager	1	0
Street Foreman	2	0
Street Supervisor	1	0
Grounds Supervisor	1	0
Grounds Foreman	3	1



Fleet Services (Public Works)	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-27-4900-51-1101 - SALARIES	\$221,562	\$249,302	\$311,543	\$182,512	\$340,620	\$29,077	9%
100-27-4900-51-1301 - OVERTIME	\$2,299	\$2,083	\$2,000	\$2,468	\$2,000	\$0	0%
100-27-4900-51-2101 - LIFE AND HEALTH INSURANCE	\$101,530	\$79,452	\$72,800	\$54,799	\$72,799	(\$1)	0%
100-27-4900-51-2201 - FICA	\$13,664	\$15,599	\$19,316	\$11,332	\$20,503	\$1,187	6%
100-27-4900-51-2301 - MEDICARE	\$3,196	\$3,648	\$4,517	\$2,650	\$4,939	\$422	9%
100-27-4900-51-2401 - RETIREMENT CONTRIBUTIONS	\$8,269	\$11,681	\$18,973	\$9,186	\$19,164	\$191	1%
100-27-4900-51-2701 - WORKERS COMP PREMIUM	\$6,525	\$8,038	\$8,619	\$8,619	\$8,000	(\$619)	-7%
100-27-4900-52-1002 - CONSULTING SERVICES	\$47,400	\$47,440	\$47,400	\$27,650	\$0	(\$47,400)	-100%
100-27-4900-52-1102 - OFFICE SUPPLIES	\$1,830	\$1,093	\$1,000	\$133	\$1,000	\$0	0%
100-27-4900-52-1712 - EQPT MAINT/ALL DEPARTMENTS	\$357,757	\$407,938	\$383,196	\$277,076	\$350,000	(\$33,196)	-9%
100-27-4900-52-2214 - FACILITY IMPROVEMENTS	(\$696)	\$0	\$0	\$0	\$0	\$0	0%
100-27-4900-52-3101 - VEHICLE INSURANCE	\$3,958	\$2,497	\$4,000	\$2,678	\$4,000	\$0	0%
100-27-4900-52-3102 - PROPERTY & LIABILITY INSURANCE	\$12,434	\$11,410	\$12,500	\$12,234	\$12,500	\$0	0%
100-27-4900-52-3202 - TELEPHONES & COMMUNICATION	\$354	\$0	\$0	(\$94)	\$0	\$0	0%
100-27-4900-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$935	\$500	\$0	\$0	(\$500)	-100%
100-27-4900-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$0	\$988	\$1,076	\$1,076	\$4,000	\$2,924	272%
100-27-4900-53-1103 - COPIER EXPENSE	\$1,861	\$1,984	\$1,800	\$995	\$1,800	\$0	0%
100-27-4900-53-1105 - GENERAL DEPARTMENT EXPENSE	\$4,283	\$0	\$0	\$0	\$3,000	\$3,000	0%
100-27-4900-53-1106 - FACILITY MAINT & REPAIR	\$10,991	\$8,343	\$13,000	\$4,487	\$6,000	(\$7,000)	-54%
100-27-4900-53-1221 - UTILITIES - NATURAL GAS	\$5,686	\$5,074	\$5,500	\$3,018	\$5,500	\$0	0%
100-27-4900-53-1231 - UTILITIES-ELECTRICITY	\$11,815	\$5,860	\$10,000	\$8,246	\$10,000	\$0	0%
100-27-4900-53-1270 - FLEET GAS CHARGE	\$492,090	\$578,721	\$515,000	\$356,465	\$600,000	\$85,000	17%
100-27-4900-53-1601 - SMALL TOOLS AND EQUIPMENT	\$1,327	\$2,574	\$2,000	\$0	\$2,000	\$0	0%
100-27-4900-53-1604 - OFFICE IMPROVEMENTS	\$2,577	\$0	\$0	\$0	\$0	\$0	0%
100-27-4900-53-1701 - SHOP WITH A COP PAYABLES	\$7,480	\$8,317	\$7,000	\$5,902	\$0	(\$7,000)	-100%
100-27-4900-53-1702 - UNIFORMS & RAINWEAR	\$0	\$0	\$0	\$0	\$14,500	\$14,500	0%
100-27-4900-99-9999 - ALLOCATE FLEET SVCS EXPENSES	(\$1,100,299)	(\$1,116,275)	\$0	\$0	\$0	\$0	0%
Fleet Services (Public Works)	\$217,893	\$336,702	\$1,441,740	\$971,432	\$1,482,325	\$40,585	

Public Works Maintenance	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-51-4210-51-1101 - SALARIES	\$1,305,618	\$1,671,988	\$2,038,095	\$1,272,621	\$1,842,514	(\$195,581)	-10%
100-51-4210-51-1301 - OVERTIME	\$27,800	\$50,380	\$30,000	\$45,979	\$50,000	\$20,000	67%
100-51-4210-51-2101 - LIFE AND HEALTH INSURANCE	\$532,208	\$498,379	\$556,700	\$363,825	\$502,874	(\$53,826)	-10%
100-51-4210-51-2201 - FICA	\$80,420	\$104,525	\$132,562	\$79,561	\$116,055	(\$16,507)	-12%
100-51-4210-51-2301 - MEDICARE	\$18,808	\$24,445	\$31,002	\$18,607	\$28,166	(\$2,836)	-9%
100-51-4210-51-2401 - RETIREMENT CONTRIBUTIONS	\$35,654	\$75,239	\$130,210	\$63,041	\$127,687	(\$2,523)	-2%
100-51-4210-51-2602 - UNEMPLOYMENT CLAIMS PAID	\$0	\$1,095	\$0	\$0	\$0	\$0	0%
100-51-4210-51-2701 - WORKERS COMP PREMIUM	\$19,967	\$17,862	\$20,000	\$19,154	\$20,000	\$0	0%
100-51-4210-51-2702 - WORKERS COMP CLAIMS	\$7,653	\$5,207	\$0	\$7,375	\$0	\$0	0%
100-51-4210-51-2904 - EMPLOYEE APPRECIATION	\$1,690	\$9,612	\$4,000	\$809	\$4,000	\$0	0%
100-51-4210-52-1202 - PROFESSIONAL AND CONTRACTUAL	\$0	\$0	\$0	\$0	\$180,000	\$180,000	0%
100-51-4210-52-1601 - SMALL TOOLS AND EQUIPMENT	\$9,389	\$8,293	\$7,500	\$2,266	\$5,000	(\$2,500)	-33%
100-51-4210-52-3101 - VEHICLE INSURANCE	\$54,815	\$34,339	\$55,000	\$36,823	\$55,000	\$0	0%
100-51-4210-52-3102 - PROPERTY & LIABILITY INSURANCE	\$38,365	\$36,529	\$50,000	\$39,172	\$50,000	\$0	0%
100-51-4210-52-3201 - POSTAGE SHIPPING & COURIER	\$171	\$0	\$500	\$271	\$500	\$0	0%
100-51-4210-52-3202 - TELEPHONES & COMMUNICATION	\$6,775	\$7,755	\$7,000	\$2,792	\$7,000	\$0	0%
100-51-4210-52-3203 - OTHER TELECOMMUNICATIONS	\$0	\$0	\$0	\$682	\$0	\$0	0%
100-51-4210-52-3401 - PRINTING	\$646	\$511	\$1,000	\$295	\$500	(\$500)	-50%
100-51-4210-52-3601 - DUES AND SUBSCRIPTIONS	\$0	\$120	\$1,000	\$0	\$1,000	\$0	0%
100-51-4210-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$15,708	\$10,131	\$6,000	\$1,136	\$12,000	\$6,000	100%
100-51-4210-53-1102 - OFFICE SUPPLIES	\$1,992	\$620	\$2,000	\$357	\$1,000	(\$1,000)	-50%
100-51-4210-53-1103 - COPIER EXPENSE	\$3,368	\$2,975	\$3,500	\$2,249	\$3,500	\$0	0%
100-51-4210-53-1104 - FACILITY SUPPLIES	\$3,170	\$4,487	\$4,500	\$2,792	\$5,000	\$500	11%
100-51-4210-53-1105 - GENERAL DEPARTMENT EXPENSE	\$8,116	\$5,639	\$4,500	\$1,962	\$8,000	\$3,500	78%
100-51-4210-53-1106 - FACILITY MAINT & REPAIR	\$102,743	\$57,052	\$134,282	\$125,387	\$50,000	(\$84,282)	-63%
100-51-4210-53-1210 - UTILITIES - WATER/SEWER	\$11,577	\$13,604	\$12,000	\$8,924	\$12,000	\$0	0%
100-51-4210-53-1221 - UTILITIES - NATURAL GAS	\$1,183	\$1,156	\$0	\$1,171	\$1,500	\$0	0%
100-51-4210-53-1231 - UTILITIES-ELECTRICITY	\$45,473	\$106,036	\$48,491	\$58,105	\$10,000	(\$38,491)	-79%
100-51-4210-53-1270 - FLEET GAS CHARGE	\$78,318	\$53,094	\$0	\$0	\$0	\$0	0%
100-51-4210-53-1702 - UNIFORMS & RAINWEAR	\$37,516	\$38,591	\$35,000	\$23,341	\$40,000	\$5,000	14%
100-51-4210-53-1713 - FLEET LABOR CHARGE	\$53,810	\$74,610	\$0	\$0	\$0	\$0	0%
100-51-4210-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$95,512	\$97,799	\$0	\$0	\$0	\$0	0%
100-51-4210-53-1715 - FLEET OVERHEAD CHARGE	\$32,199	\$32,196	\$0	\$0	\$0	\$0	0%
100-51-4210-53-1717 - SAFETY EQUIPMENT	\$3,630	\$939	\$0	\$0	\$0	\$0	0%
100-51-4210-54-2502 - CAPITAL OUTLAY	\$0	\$1,383,855	\$0	\$0	\$0	\$0	0%
100-51-4221-53-1122 - RIGHT-OF-WAY ENHANCEMENTS	(\$1,045)	\$10,483	\$8,000	\$3,720	\$8,000	(\$8,000)	-100%
100-51-4221-53-1123 - STREET MAINTENANCE	\$22,429	\$19,882	\$15,000	\$9,572	\$15,000	(\$15,000)	-100%
100-51-4250-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$1,667	\$6,000	\$0	\$0	(\$6,000)	-100%
100-51-4250-53-1158 - LMIG RD GRANT 2019-2020 (30%)	\$258,958	\$0	\$0	\$0	\$0	\$0	0%
100-51-4260-53-1233 - STREET LIGHTING	\$425,456	\$595,519	\$385,000	\$274,463	\$500,000	\$115,000	30%
100-51-4270-52-1232 - WARNING REGULATORY	\$10,770	\$8,557	\$6,578	\$5,678	\$10,000	\$3,422	52%
100-51-4270-53-1122 - RIGHT-OF-WAY ENHANCEMENTS	\$0	\$0	\$0	\$0	\$5,000	\$5,000	0%
100-51-4270-53-1231 - UTILITIES-ELECTRICITY	\$16,829	\$9,726	\$15,000	\$9,986	\$15,000	\$0	0%
Total - Public Works Maintenance	\$3,367,691	\$5,074,897	\$3,750,420	\$2,482,116	\$3,686,296	(\$88,624)	

Parks Beautification & Maintenance (Public Works)	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-54-6210-53-1601 - SMALL TOOLS AND EQUIPMENT	\$536	\$1,706	\$5,000	\$673	\$5,000	\$0	0%
100-54-6210-53-1602 - SMALL EQUIPMENT MAINTENANCE	\$5,638	\$4,221	\$5,000	\$914	\$5,000	\$0	0%
100-54-6210-53-2212 - MAINTENANCE CONTRACTS	\$26,701	\$17,837	\$20,000	\$7,035	\$20,000	\$0	0%
100-54-6220-53-1129 - PARKS MAINTENANCE	\$21,675	\$14,823	\$20,000	\$6,771	\$20,000	\$0	0%
100-54-6230-53-1127 - LANDSCAPING CITY	\$3,880	\$14,107	\$44,000	\$6,318	\$92,000	\$48,000	109%
Total - Parks Beautification & Maintenance (Public Works)	\$58,430	\$52,694	\$94,000	\$21,711	\$142,000	\$48,000	



CITY OF
FORESTPARK



Mission Statement

To manage the City's planning and development processes effectively, ensuring compliances with regulations and enhancing the quality of life for all residents.



Department Vision

The Planning and Community Development Department envisions a vibrant and sustainable community that embraces thoughtful growth and development. By effectively managing the permitting and planning processes, the department works to ensure that development aligns with the city's goal for livability and environmental stewardship.

This vision reflects a commitment to engaging citizens in the planning process, encouraging their input and a sense of ownership in community development. The department seeks to create spaces that enhance the quality of life for all residents and businesses while maintaining the unique character of Forest Park.



CITY OF FOREST PARK

Planning & Community Development Department
 785 Forest Parkway
 Forest Park, Georgia 30297
 (404) 366-4720

COFP Department Staffing Needs Worksheet

Current Staffing

Job Title	# of Positions	#Vacant
Director	1	1
Principal Planner	1	0
Permitting & Licensing Supervisor	1	0
Planner I	1	1
Office Coordinator	1	1
Financial Services Technician	2	0

Title Changes

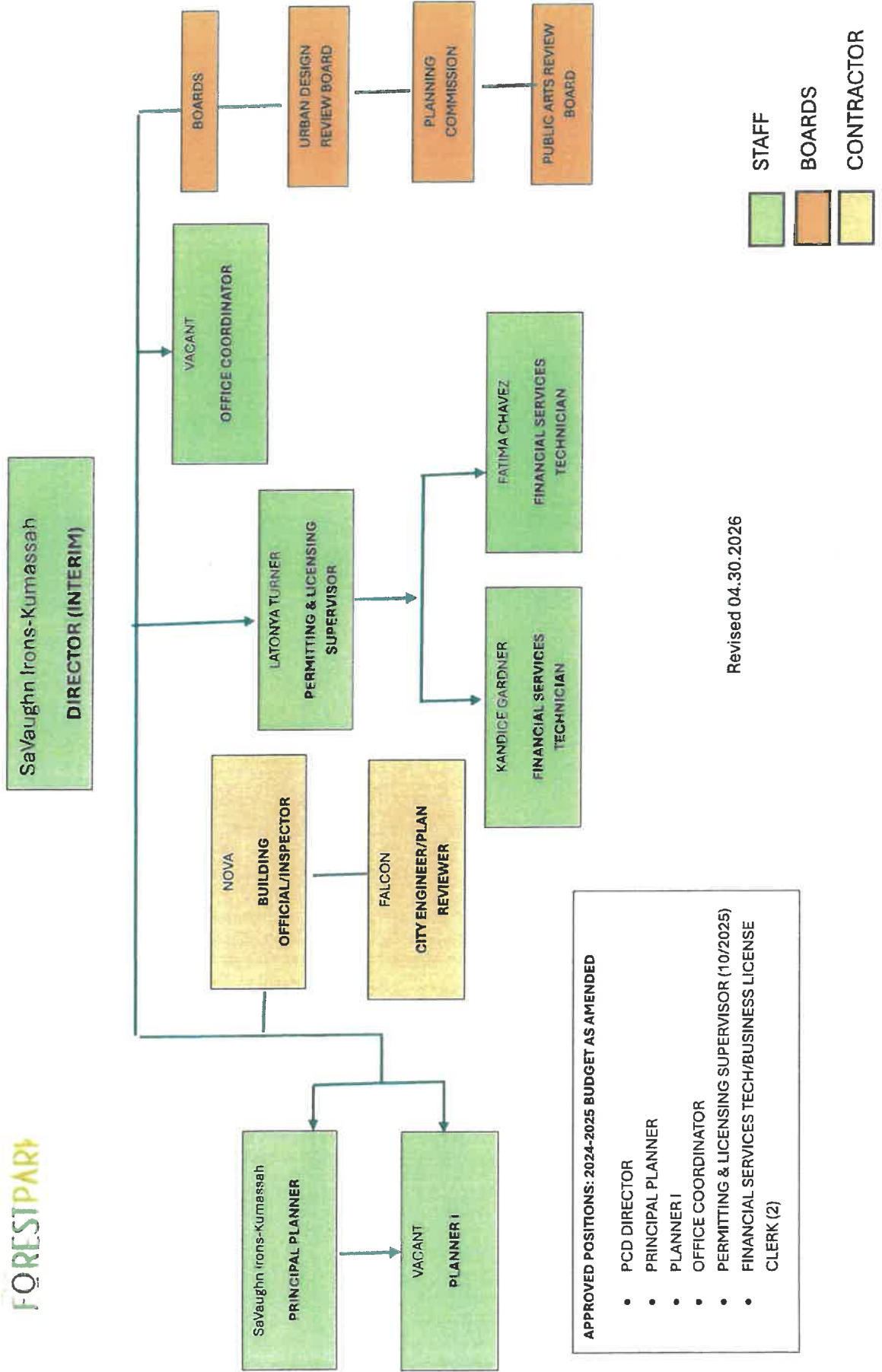
Existing Title Name	Propose Title Name
Financial Services Technician	Business License Clerk I
Financial Services Technician	Business License Clerk II

Planning & Community Development Department
 785 Forest Parkway
 Forest Park, Georgia 30297
 (404) 366-4720



FORESTPARK

PLANNING & COMMUNITY DEVELOPMENT ORGANIZATION CHART



- APPROVED POSITIONS: 2024-2025 BUDGET AS AMENDED**
- PCD DIRECTOR
 - PRINCIPAL PLANNER
 - PLANNER I
 - OFFICE COORDINATOR
 - PERMITTING & LICENSING SUPERVISOR (10/2025)
 - FINANCIAL SERVICES TECH/BUSINESS LICENSE CLERK (2)

Revised 04.30.2026

STAFF
 BOARDS
 CONTRACTOR

Planning and Community Development	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-55-7410-51-1101 - SALARIES	\$397,654	\$554,565	\$425,500	\$334,479	\$323,521	(\$101,979)	-24%
100-55-7410-51-1301 - OVERTIME	\$68	\$623	\$1,000	\$839	\$1,000	\$0	0%
100-55-7410-51-2101 - LIFE AND HEALTH INSURANCE	\$173,073	\$122,782	\$125,300	\$98,162	\$103,444	(\$21,856)	-17%
100-55-7410-51-2201 - FICA	\$21,696	\$34,610	\$26,381	\$20,315	\$19,260	(\$7,121)	-27%
100-55-7410-51-2301 - MEDICARE	\$5,074	\$8,094	\$6,170	\$4,751	\$4,691	(\$1,479)	-24%
100-55-7410-51-2401 - RETIREMENT CONTRIBUTIONS	\$1,802	\$17,429	\$25,913	\$12,546	\$24,764	(\$1,149)	-4%
100-55-7410-51-2701 - WORKERS COMP PREMIUM	\$3,203	\$3,126	\$3,352	\$3,352	\$3,200	(\$152)	-5%
100-55-7410-51-2904 - EMPLOYEE APPRECIATION	\$681	\$644	\$1,000	\$490	\$3,000	\$2,000	200%
100-55-7410-52-1200 - MUNICIPAL PLANNING	\$2,222	\$17,326	\$112,000	\$0	\$125,000	\$13,000	12%
100-55-7410-52-1202 - PROFESSIONAL AND CONTRACTUAL	\$0	\$77,259	\$220,000	\$73,350	\$120,000	(\$100,000)	-45%
100-55-7410-52-1203 - LCI GRANT MATCH	\$128,613	\$114,056	\$0	\$0	\$0	\$0	0%
100-55-7410-52-1301 - SOFTWARE MAINTENANCE	\$2,589	\$0	\$1,000	\$0	\$0	(\$1,000)	-100%
100-55-7410-52-2204 - HVAC MAINTENANCE	\$0	\$769	\$0	\$0	\$0	\$0	0%
100-55-7410-52-3101 - VEHICLE INSURANCE	\$1,277	\$812	\$1,300	\$870	\$1,300	\$0	0%
100-55-7410-52-3102 - PROPERTY & LIABILITY INSURANCE	\$10,365	\$9,591	\$10,500	\$10,286	\$10,500	\$0	0%
100-55-7410-52-3201 - POSTAGE SHIPPING & COURIER	\$2,190	\$1,445	\$3,000	\$615	\$3,000	\$0	0%
100-55-7410-52-3202 - TELEPHONES & COMMUNICATION	\$4,357	\$3,249	\$3,000	\$1,360	\$6,000	\$3,000	100%
100-55-7410-52-3401 - PRINTING	\$3,054	\$5,953	\$8,000	\$1,445	\$12,000	\$4,000	50%
100-55-7410-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$674	\$10,000	\$587	\$12,000	\$2,000	20%
100-55-7410-52-3601 - DUES AND SUBSCRIPTIONS	\$2,443	\$1,822	\$43,550	\$42,500	\$53,000	\$9,450	22%
100-55-7410-52-3611 - STATE MANDATES	(\$4,209)	\$0	\$0	\$0	\$0	\$0	0%
100-55-7410-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$6,561	\$2,336	\$15,000	\$5,808	\$18,000	\$3,000	20%
100-55-7410-52-3924 - ENGINEERING CONSULTATION	\$5,250	(\$830)	\$0	\$0	\$0	\$0	0%
100-55-7410-52-3925 - GEO. INFORMATION SYSTEM (GIS	\$30,470	\$27,554	\$10,000	\$0	\$10,000	\$0	0%
100-55-7410-53-1102 - OFFICE SUPPLIES	\$5,050	\$3,652	\$4,000	\$1,323	\$10,000	\$6,000	150%
100-55-7410-53-1103 - COPIER EXPENSE	\$2,485	\$4,227	\$2,530	\$3,464	\$3,500	\$970	38%
100-55-7410-53-1104 - FACILITY SUPPLIES	\$105	\$0	\$0	\$0	\$0	\$0	0%
100-55-7410-53-1105 - GENERAL DEPARTMENT EXPENSE	\$1,164	\$6,086	\$7,000	\$3,898	\$18,000	\$11,000	157%
100-55-7410-53-1106 - FACILITY MAINT & REPAIR	\$12,933	\$13,774	\$0	\$0	\$0	\$0	0%
100-55-7410-53-1210 - UTILITIES - WATER/SEWER	\$1,929	\$2,284	\$1,134	\$1,134	\$0	(\$1,134)	-100%
100-55-7410-53-1221 - UTILITIES - NATURAL GAS	\$4,506	\$4,086	\$1,812	\$1,812	\$0	(\$1,812)	-100%
100-55-7410-53-1231 - UTILITIES-ELECTRICITY	\$11,999	\$8,277	\$12,127	\$12,127	\$0	(\$12,127)	-100%
100-55-7410-53-1270 - FLEET GAS CHARGE	\$8,142	\$6,595	\$0	\$0	\$0	\$0	0%
100-55-7410-53-1713 - FLEET LABOR CHARGE	\$3,960	\$2,833	\$0	\$0	\$0	\$0	0%
100-55-7410-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$4,254	\$2,746	\$0	\$0	\$0	\$0	0%
100-55-7410-53-1715 - FLEET OVERHEAD CHARGE	\$399	\$399	\$0	\$0	\$0	\$0	0%
Total - Planning and Community Development	\$855,359	\$1,058,848	\$1,080,569	\$635,513	\$685,180	(\$195,389)	



CITY OF
FORESTPARK



Chief Latosha Clemons
Fire and Emergency Services



Mission Statement

To ensure the safety of the community by continually providing the highest quality of service through preparedness, education, and action.

Department Vision

The Forest Park Fire and Emergency Services Department provides an all-hazards approach to providing services to the citizens of Forest Park and its surrounding community.

The Department is responsible for preparing for, responding to, and mitigating incidents involving fire, emergency medical care, heavy rescue, vehicle extrication, confined spaces, building collapses, rope rescue, hazardous materials, biological, radiological, nuclear, and explosives. Coupled along with all these areas of response are prevention efforts, safety education, citizen involvement, and other efforts to keeping our community safe.

Training and education continue to be the focus in preparing our response to handle these ever-changing disciplines. The department is proud to be noted as a progressive agency that is continually on the leading edge of training and innovation.

Chief Latosha Clemons is a pioneering leader in the fire service with over 25 years of dedicated experience. A strong advocate for professionalism, equity, and servant leadership, she has built a legacy rooted in integrity and progress.

In 1996, she made history as the first African American woman hired by Boynton Beach Fire Rescue. Her career reflects a steady rise through the ranks—from Fire EMT to Paramedic, Lieutenant, Captain, Battalion Chief, and Deputy Chief of both Operations and Administration. Each step has been marked by her commitment, excellence and her deep pride in the profession.

Today, Chief Clemons serves as the first African American woman Fire Chief for the City of Forest Park in Clayton County, Georgia—continuing her legacy of break barriers and leading with purpose.

Education & Executive Training

- A.S. in Emergency Medical Services
 - A.S. in Fire Science
 - B.A. in Organizational Leadership
 - M.S. in Executive Management
 - Graduate, Carl Holmes Executive Development Institute
 - Executive Fire Officer, National Fire Academy
 - Graduate, Fire Service Executive Development Institute (FSEDI), Class of 2023
- She also holds a broad range of certifications from national fire service programs and leadership institutions.

Professional Affiliations

Chief Clemons is actively involved in advancing the fire service through organizations such as:

- International Association of Black Professional Fire Fighters
- Black Chief Officers Committee
- Georgia Association of Fire Chiefs
- International Association of Fire Chiefs (IAFC)
- Women in Fire (Southeast Trustee)
- National Coalition of 100 Black Women (President, South Palm Beach County Chapter)
- Former President, Gold Coast Progressive Firefighters

A Legacy of Service

Chief Clemons remains deeply committed to mentoring, advocacy, and community engagement—particularly in support of the brave men and women who serve departments across the country. Her leadership is a testament to courage, resilience, and doing what's right.

"You must never be fearful about what you are doing when it is right" — Rosa Parks

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Fire and Emergency services

Prepared By: Dep. Chief May

Date: 4/7/26

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space please attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
Fire Chief	1	0
Deputy Fire Chief	2	0
Fire Marshall	1	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay

Additional Comments

Please provide any additional information or considerations regarding your department's staffing needs:

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Fire and Emergency services

Prepared By: Dep. Chief May

Date: 4/7/26

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space please attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
Division Chief of training	1	0
Battalion Chief	3	0
Fire Captain	3	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay

Additional Comments

Please provide any additional information or considerations regarding your department's staffing needs:

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Fire and Emergency services

Prepared By: Dep. Chief May

Date: 4/7/26

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space please attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
EMS admin Capt	1	1
Deputy Fire Marshall	1	1
Fire Lieutenant	6	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay
Fire Lieutenant	3	82,377

Additional Comments

Please provide any additional information or considerations regarding your department's staffing needs:

With the addition of the new heavy rescue unit combined with the tower truck we would like to add 3 additional Fire lieutenants to supervise this crew.

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Fire and Emergency services

Prepared By: Dep. Chief May

Date: 4/7/26

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space please attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
EMS Lieutenant on shift	3	1
EMS Lieutenant Training Admin	1	0
Fire Lieutenant Training Admin	1	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay

Additional Comments

Please provide any additional information or considerations regarding your department's staffing needs:

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Fire and Emergency services

Prepared By: Dep. Chief May

Date: 4/7/26

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space please attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
Fire Inspector	1	0
Division Chief Emergency Mngt	1	0
Public Safety Educator	1	0

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay

Additional Comments

Please provide any additional information or considerations regarding your department's staffing needs:

**City of Forest Park
Department Staffing Needs Worksheet**

Department Name: Fire and Emergency services _____

Prepared By: Dep. Chief May _____

Date: 4/7/26 _____

Current Staffing Information

Please list all current job titles within your department, the number of positions allocated for each title, and the number of vacancies. Ensure that the job titles match the official titles in our records. Larger Departments that require more space please attach another sheet and have it in the same format.

Job Title	# of Positions	# Vacant
Emergency med serv instructor	1	1
Fire Apparatus Operator	15	11
Firefighter Paramedic	15	2

Future Staffing Needs

Please identify any additional positions you would like to request for the upcoming budget cycle. Include justification for each request.

Proposed Job Title	# of Position	Desired Pay
Would like to change EMS instructor to fire inspector	change of position	change from 74,853 to 82,377

Additional Comments

Please provide any additional information or considerations regarding your department's staffing needs:

the 11 vacant FAO positions are being filled from FF positions as they complete relief driver status and complete PDP for FAO. 2 cond offers out for vacant paramedic slots

EMS Services	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-60-3610-51-1101 - SALARIES	\$878,011	\$781,072	\$817,860	\$581,748	\$1,549,266	\$731,406	89%
100-60-3610-51-1301 - OVERTIME	\$59,642	\$86,752	\$50,000	\$51,735	\$50,000	\$0	0%
100-60-3610-51-2101 - LIFE AND HEALTH INSURANCE	\$481,711	\$246,517	\$199,313	\$199,313	\$179,000	(\$20,313)	-10%
100-60-3610-51-2201 - FICA	\$57,228	\$53,091	\$50,707	\$38,078	\$93,257	\$42,550	84%
100-60-3610-51-2301 - MEDICARE	\$13,384	\$12,416	\$11,859	\$8,905	\$22,464	\$10,605	89%
100-60-3610-51-2401 - RETIREMENT CONTRIBUTIONS	\$42,656	\$41,707	\$49,808	\$24,114	\$56,669	\$6,861	14%
100-60-3610-51-2701 - WORKERS COMP PREMIUM	\$11,073	\$10,271	\$11,500	\$11,014	\$11,500	\$0	0%
100-60-3610-51-2702 - WORKERS COMP CLAIMS	\$40,095	\$48,808	\$64,000	\$26,710	\$64,000	\$0	0%
100-60-3610-52-1009 - EMS MEDICAL DIRECTOR	\$19,999	\$16,000	\$16,000	\$8,000	\$16,000	\$0	0%
100-60-3610-52-1202 - PROFESSIONAL AND CONTRACTUAL	\$601	\$750	\$0	\$0	\$0	\$0	0%
100-60-3610-52-2203 - MISC EQUIPMENT MAINTENANCE	\$7,912	\$0	\$8,500	\$423	\$8,500	\$0	0%
100-60-3610-52-3101 - VEHICLE INSURANCE	\$20,457	\$13,111	\$21,000	\$14,060	\$21,000	\$0	0%
100-60-3610-52-3203 - OTHER TELECOMMUNICATIONS	\$7,729	\$0	\$0	\$0	\$0	\$0	0%
100-60-3610-52-3204 - WALKIE TALKIE RADIO MAINTENANC	\$14,139	\$0	\$0	\$0	\$0	\$0	0%
100-60-3610-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$1,481	\$0	\$0	\$0	\$0	\$0	0%
100-60-3610-52-3712 - TRAINING AIDS - OTHER	\$15,560	\$4,541	\$0	\$0	\$0	\$0	0%
100-60-3610-52-3714 - PARAMEDIC RE-CERTIFICATION	\$6,700	\$2,317	\$10,000	\$1,875	\$10,000	\$0	0%
100-60-3610-52-3900 - DIVERSIFIED COLLECTION AGENCY	\$27,520	\$22,818	\$24,000	\$21,639	\$38,000	\$14,000	58%
100-60-3610-52-3926 - AMBULANCE LICENSING FEE	\$0	\$0	\$1,000	\$0	\$1,000	\$0	0%
100-60-3610-53-1137 - RESCUE TRUCK EQUIPMENT	\$101,448	\$27,221	\$30,000	\$17,344	\$74,000	\$44,000	147%
100-60-3610-53-1270 - FLEET GAS CHARGE	\$39,210	\$120,685	\$0	\$0	\$0	\$0	0%
100-60-3610-53-1702 - UNIFORMS & RAINWEAR	\$4,232	\$0	\$0	\$0	\$0	\$0	0%
100-60-3610-53-1703 - FIRST AID /MEDICAL SUPPLIES	\$90,899	\$93,591	\$90,000	\$23,602	\$90,000	\$0	0%
100-60-3610-53-1713 - FLEET LABOR CHARGE	\$10,135	\$11,000	\$0	\$0	\$0	\$0	0%
100-60-3610-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$15,976	\$16,981	\$0	\$0	\$0	\$0	0%
100-60-3610-53-1715 - FLEET OVERHEAD CHARGE	\$9,193	\$9,192	\$0	\$0	\$0	\$0	0%
Total - EMS Services	\$1,976,991	\$1,618,841	\$1,455,547	\$1,028,560	\$2,284,656	\$829,109	

Fire Services	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-61-3510-51-1101 - SALARIES	\$4,070,177	\$4,739,887	\$4,661,255	\$3,557,925	\$5,550,609	\$365,878	8%
100-61-3510-51-1301 - OVERTIME	\$702,891	\$547,576	\$350,000	\$196,699	\$350,000	\$0	0%
100-61-3510-51-2101 - LIFE AND HEALTH INSURANCE	\$1,045,950	\$1,303,917	\$1,382,000	\$1,032,875	\$1,338,955	(\$43,045)	-3%
100-61-3510-51-2201 - FICA	\$292,712	\$326,955	\$298,298	\$227,556	\$341,256	\$10,502	4%
100-61-3510-51-2301 - MEDICARE	\$68,457	\$76,465	\$69,763	\$53,219	\$82,658	\$5,305	8%
100-61-3510-51-2401 - RETIREMENT CONTRIBUTIONS	\$147,188	\$172,555	\$293,005	\$141,857	\$300,390	\$2,150	1%
100-61-3510-51-2701 - WORKERS COMP PREMIUM	\$26,299	\$24,114	\$27,000	\$25,858	\$27,000	\$0	0%
100-61-3510-51-2702 - WORKERS COMP CLAIMS	\$23,440	\$2,791	\$20,000	\$46,113	\$20,000	\$0	0%
100-61-3510-51-2902 - EMPLOYEE APPRECIATION	\$6,327	\$8,193	\$8,200	\$7,309	\$8,200	\$0	0%
100-61-3510-52-1202 - PROFESSIONAL AND CONTRACTUAL	\$900	\$48,973	\$107,300	\$75,258	\$130,000	\$22,700	21%
100-61-3510-52-1205 - PROFESSIONAL SERVICES	\$38,798	\$0	\$0	\$0	\$0	\$0	0%
100-61-3510-52-2201 - OFFICE EQUIPMENT MAINTENANCE	\$89	\$0	\$300	\$0	\$300	\$0	0%
100-61-3510-52-2203 - MISC EQUIPMENT MAINTENANCE	\$17,172	\$25,760	\$85,000	\$21,138	\$40,000	(\$45,000)	-53%
100-61-3510-52-2209 - RADIO EQUIPMENT	\$72,638	\$71,518	\$53,000	\$36,113	\$65,000	\$12,000	23%
100-61-3510-52-2210 - FIRE PREVENTION	\$18,285	\$7,889	\$20,000	\$8,962	\$100,000	\$80,000	400%
100-61-3510-52-2214 - FACILITY IMPROVEMENTS	\$108,670	\$50,511	\$20,000	\$3,517	\$20,000	\$0	0%
100-61-3510-52-3101 - VEHICLE INSURANCE	\$93,193	\$58,689	\$94,000	\$62,933	\$94,000	\$0	0%
100-61-3510-52-3102 - PROPERTY & LIABILITY INSURANCE	\$70,618	\$64,856	\$71,000	\$69,552	\$71,000	\$0	0%
100-61-3510-52-3201 - POSTAGE SHIPPING & COURIER	\$99	\$147	\$300	\$0	\$300	\$0	0%
100-61-3510-52-3202 - TELEPHONES & COMMUNICATION	\$24,763	\$30,695	\$25,000	\$13,765	\$25,000	\$0	0%
100-61-3510-52-3203 - OTHER TELECOMMUNICATIONS	\$1,000	\$0	\$0	\$0	\$0	\$0	0%
100-61-3510-52-3401 - PRINTING	\$76	\$154	\$0	\$0	\$0	\$0	0%
100-61-3510-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$4,905	\$5,000	\$1,337	\$0	(\$5,000)	-100%
100-61-3510-52-3600 - DUES AND SUBSCRIPTIONS	\$17,672	\$3,066	\$10,000	\$3,071	\$5,000	(\$10,000)	-100%
100-61-3510-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$15,051	\$11,783	\$30,000	\$9,869	\$40,000	\$10,000	33%
100-61-3510-52-3712 - TRAINING AIDS - OTHER	\$18,315	\$8,685	\$15,000	\$2,852	\$25,000	\$10,000	67%
100-61-3510-52-3718 - SUPPRESSION UNIFORM SUPPLY	\$0	\$0	\$0	\$0	\$5,000	\$5,000	0%
100-61-3510-53-1102 - OFFICE SUPPLIES	\$8,037	\$7,905	\$7,500	\$2,875	\$7,500	\$0	0%
100-61-3510-53-1103 - COPIER EXPENSE	\$14,529	\$17,045	\$14,000	\$8,650	\$10,000	(\$4,000)	-29%
100-61-3510-53-1104 - FACILITY SUPPLIES	\$19,810	\$24,083	\$15,000	\$6,912	\$15,000	\$0	0%
100-61-3510-53-1105 - GENERAL DEPARTMENT EXPENSE	\$2,740	\$3,539	\$5,000	\$2,199	\$5,000	\$0	0%
100-61-3510-53-1106 - FACILITY MAINT & REPAIR	\$106,402	\$252,746	\$128,000	\$54,167	\$150,000	\$22,000	17%
100-61-3510-53-1134 - DORMITORY EXPENSE	\$0	\$0	\$0	\$0	\$5,000	\$5,000	0%
100-61-3510-53-1210 - UTILITIES - WATER/SEWER	\$13,935	\$13,579	\$10,589	\$10,589	\$12,000	\$1,411	13%
100-61-3510-53-1221 - UTILITIES - NATURAL GAS	\$20,015	\$16,951	\$11,330	\$11,330	\$12,000	\$670	6%
100-61-3510-53-1231 - UTILITIES-ELECTRICITY	\$84,640	\$71,310	\$46,060	\$46,060	\$50,000	\$3,940	9%
100-61-3510-53-1270 - FLEET GAS CHARGE	\$59,203	\$62,447	\$0	\$0	\$0	\$0	0%
100-61-3510-53-1604 - OFFICE IMPROVEMENTS	\$7,057	\$0	\$0	\$0	\$0	\$0	0%
100-61-3510-53-1702 - UNIFORMS & RAINWEAR	\$138,728	\$96,759	\$125,000	\$28,601	\$125,000	\$0	0%
100-61-3510-53-1709 - FILM /PUB. RELATIONS EVENTS	\$910	\$900	\$2,000	\$0	\$2,000	\$0	0%
100-61-3510-53-1713 - FLEET LABOR CHARGE	\$12,500	\$16,225	\$0	\$0	\$0	\$0	0%
100-61-3510-53-1714 - FLEET EQUIPMENT MAINTENANCE	\$34,471	\$27,885	\$0	\$0	\$0	\$0	0%
100-61-3510-53-1715 - FLEET OVERHEAD CHARGE	\$12,091	\$12,088	\$0	\$0	\$0	\$0	0%
100-61-3510-54-2502 - CAPITAL OUTLAY	\$193,720	\$0	\$0	\$0	\$0	\$0	0%
100-61-3510-58-1200 - PRINCIPAL	\$30,765	\$31,744	\$33,794	\$0	\$33,794	\$0	0%
100-61-3510-58-2200 - INTEREST	\$4,104	\$3,126	\$1,075	\$0	\$1,075	\$0	0%
100-61-3520-52-3718 - SUPPRESSION UNIFORM SUPPLY	\$16,703	\$985	\$5,000	\$1,146	\$5,000	\$0	0%
100-61-3520-53-1134 - DORMITORY EXPENSE	\$3,271	\$4,688	\$5,000	\$2,392	\$5,000	\$0	0%
100-61-3520-53-1136 - FIRE FIGHTING EQUIPMENT	\$200,020	\$196,552	\$200,000	\$28,314	\$200,000	\$0	0%
Total - Fire Services	\$7,864,431	\$8,450,641	\$8,254,769	\$5,801,013	\$9,278,037	\$449,511	

Emergency Management Services	FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account - Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
100-62-3920-51-1101 - SALARIES	\$0	\$23,997	\$90,517	\$59,965	\$115,027	\$24,510	27%
100-62-3920-51-2201 - FICA	\$0	\$1,456	\$5,612	\$3,618	\$6,928	\$1,316	23%
100-62-3920-51-2301 - MEDICARE	\$0	\$341	\$1,313	\$846	\$1,668	\$355	27%
100-62-3920-51-2401 - RETIREMENT CONTRIBUTIONS	\$0	\$1,149	\$5,512	\$2,669	\$5,724	\$212	4%
100-62-3920-52-3202 - TELEPHONES & COMMUNICATION	\$385	\$81	\$0	\$0	\$0	\$0	0%
100-62-3920-52-3500 - TRAVEL FOR EMPLOYEES	\$0	\$703	\$0	\$0	\$0	\$0	0%
100-62-3920-52-3601 - DUES AND SUBSCRIPTIONS	\$6,673	\$5,128	\$0	\$0	\$0	\$0	0%
100-62-3920-52-3701 - TRAVEL, TRAINING & CONFERENCES	\$5,355	\$5,416	\$4,000	\$0	\$4,000	\$0	0%
100-62-3920-53-1102 - OFFICE SUPPLIES	\$378	\$0	\$0	\$0	\$0	\$0	0%
100-62-3920-53-1105 - GENERAL DEPARTMENT EXPENSE	\$4,003	\$731	\$3,500	\$303	\$4,500	\$1,000	29%
100-62-3920-53-1138 - EQUIPMENT	\$3,983	\$0	\$3,500	\$298	\$4,500	\$1,000	29%
Total - Emergency Management Services	\$20,777	\$39,002	\$113,954	\$67,699	\$142,347	\$26,393	



CITY OF
FORESTPARK

Sanitation Administration

The City of Forest Park contracts with Waste Management (WM) for the collection and disposal of all municipal solid waste, recycling, bulk, and yard waste debris generated within city limits. WM is committed to providing residents and commercial customers with reliable, cost-effective service, while also being responsive to the needs of our community.



Sanitation Revenues

Sanitation - Revenue		FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account	Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
SANITATION - REFUSE COLLECTION	540-00-0000-34-4110	\$1,572,853.59	\$1,686,000.29	\$1,686,676.93	\$1,672,312.42	\$1,664,961.00	-\$21,715.93	-1.3%
OTHER REVENUE /SALE OF SCRAP	540-00-0000-34-4130	\$350.00	\$775.00	\$1,531.20	\$1,356.20	\$600.00	-\$931.20	-60.8%
OTHER CHARGES SANITATION PENAL	540-00-0000-34-4190	\$3,506.60	\$3,275.88	\$1,917.03	\$1,602.74	\$2,800.00	\$882.97	46.1%
FEES FOR COMPACTORS	540-00-0000-34-4191	\$1,404.00	\$1,404.00	\$1,287.00	\$1,053.00	\$1,100.00	-\$187.00	-14.5%
ROLL-OFF FEES	540-00-0000-34-4192	\$17,694.07	\$0.00	\$0.00	\$0.00	\$117,480.00	\$117,480.00	0.0%

Sanitation Expenditures

Sanitation		FY24 Actuals	FY25 Actuals	FY26 Budgeted	FY26 Actuals	Proposed Budget	Calculation	Calculation
Account	Description	FY2024	FY2025	FY2026	FY2026	FY2027	Variance	Variance %
540-72-4520-51-1101	SALARIES	\$110,417	\$97,471	\$57,949	\$92,376	\$144,949	\$87,000	150%
540-72-4520-51-1301	OVERTIME	\$2,475	\$1,034	\$0	\$3,012	\$0	\$0	0%
540-72-4520-51-2101	LIFE AND HEALTH INSURANCE	\$11,364	\$12,983	\$10,780	\$22,209	\$33,780	\$23,000	213%
540-72-4520-51-2201	FICA	\$6,882	\$5,951	\$3,593	\$5,662	\$9,093	\$5,500	153%
540-72-4520-51-2301	MEDICARE	\$1,610	\$1,389	\$841	\$1,305	\$2,340	\$1,499	178%
540-72-4520-51-2401	RETIREMENT CONTRIBUTIONS	\$3,605	\$3,595	\$580	\$343	\$579	-\$1	0%
540-72-4520-51-2701	WORKERS COMP PREMIUM	\$25,360	\$23,221	\$25,000	\$24,900	\$0	-\$25,000	-100%
540-72-4520-52-3000	SOLID WASTE DISPOSAL	\$1,507,757	\$1,610,853	\$1,475,600	\$1,261,491	\$1,522,500	\$46,900	3%
540-72-4520-52-3101	VEHICLE INSURANCE	\$5,472	\$3,434	\$3,700	\$3,682	\$3,700	\$0	0%
540-72-4520-52-3102	PROPERTY & LIABILITY INSURANCE	\$18,218	\$18,273	\$18,200	\$19,597	\$20,000	\$1,800	10%
540-72-4520-52-3201	POSTAGE SHIPPING & COURIER	\$0	\$0	\$0	\$0	\$0	\$0	0%
540-72-4520-53-1102	OFFICE SUPPLIES	\$300	\$0	\$0	\$0	\$0	\$0	0%
540-72-4520-53-1105	GENERAL DEPARTMENT EXPENSE	\$36	\$0	\$0	\$0	\$0	\$0	0%
540-72-4530-52-3000	SOLID WASTE DISPOSAL	\$3,352	\$0	\$0	\$0	\$0	\$0	0%
540-72-4530-52-3001	CLEAN SWEEP	\$43,866	\$5,531	\$50,000	\$0	\$50,000	\$0	0%
Total - Sanitation		\$1,740,712	\$1,783,735	\$1,646,243	\$1,434,577	\$1,786,941	\$140,698	



CITY OF
FORESTPARK

SPECIAL REVENUE FUNDS

FUND	Current Budget 2025-2026		Adopted Budget 2026-2027		Notes
210 DEA Confiscated Assets					
Revenue	\$	200,000	\$	20,000	Federal Seizures
Expense	\$	300,000	\$	20,000	Restricted to Public Safety Needs
	\$	(100,000)	\$	-	
211 Drug Task Fund					
Revenue	\$	20,000	\$	20,000	State & Local Seizures
Expense	\$	20,000	\$	20,000	Restricted to Public Safety Needs
	\$	-	\$	-	
214 Federal Confiscated Assets					
Revenue	\$	105,000	\$	72,000	Federal Seizures
Expense	\$	85,000	\$	72,000	Restricted to Public Safety Needs
	\$	20,000	\$	-	
215 E911 Funds					
Revenue	\$	339,000	\$	377,500	OCGA 46-5-134 User Fees and Charges
Expense	\$	339,000	\$	377,500	Operating Expenses not salaries
	\$	-	\$	-	
250 Multiple Grant Funds					
Revenue	\$	410,000	\$	250,000	Fire EMS and LMIG and CDBG
Expense	\$	410,000	\$	250,000	Fire Equipment Personnel and RiteAid
	\$	-	\$	-	
270 Tax Allocation District (TAD)					
Revenue	\$	405,000	\$	202,000	From Clayton County
Expense	\$	405,000	\$	202,000	Streetscape Project
	\$	-	\$	-	
275 Hotel/Motel Tax					
Revenue	\$	100,000	\$	100,000	4 Motels in City Limit
Expense	\$	100,000	\$	100,000	To Promote Tourism & Wayfinding
	\$	-	\$	-	

City of Forest Park , GA
 2026-2027 Proposed Budget
 SPLOST Funds

FUND	Current Budget 2025-2026	Adopted Budget 2026-2027
Fund 325-SPLOST 2015		
Fund Balance Reserves	\$ 3,947,600	\$ 3,617,662
TOTAL Revenue	\$ 3,947,600	\$ 3,617,662
Fire Vehicle/Equipment Replacement	\$ -	\$ 177,000
Fire Facility Improvements/Renovation	\$ -	\$ 315,000
Police Vehicles	\$ -	\$ 6,000
Police Computer Equipment	\$ -	\$ 218,500
Police Facility Improvements	\$ -	\$ 62,800
City Hall Renovation	\$ 364,508	\$ -
Public Works Vehicles	\$ -	\$ 129,203
Public Works Building Construction	\$ -	\$ 93,250
Street Resurfacing	\$ 452,580	\$ 1,865,000
Total Expenses	\$ 817,088	\$ 2,866,753
Surplus (Deficit)	\$ 3,130,511	\$ 750,909

Fund 326 -SPLOST 2021		
SPLOST Revenue	\$ 3,818,523	\$ 4,714,557
Interest Revenue	\$ 231,193	\$ 285,443
TOTAL Revenue	\$ 4,049,716	\$ 5,000,000
Building Construction - City Center	\$ 4,672,014	\$ 3,000,000
Equipment - Various Departments	\$ 21,650	\$ -
Transfer	\$ 2,094,620	\$ -
Starr Park Renovation	\$ 89,861	\$ 2,000,000
Total Expenses	\$ 6,878,145	\$ 5,000,000
Surplus (Deficit)	\$ (2,828,429)	\$ -



CITY OF
FORESTPARK

PROPOSED POSITIONS

POSITIONS REVIEWED AND APPROVED BY THE INTERIM CITY MANAGER FY26-27

Department/Division	Position Title	# of Positions	Status	Fiscal Impact	Desired Salary	Notes
PCD	Licensing Clerk	2	Title Change Only	No	n/a	Previously titled: Financial Services Technician
Executive Office/City Clerk	Records Management Specialist	1	New Position	Yes	\$59,342.40	City Clerk is a Division within the Executive Office.
Legislative Office	Mayor's Office Assistant	1	New Position	Yes	48,796.80	Not sure will this be a part-time or full-time position nor the official title.
Police Department	Major	1	Replacement	Yes	\$103,000	The Code Enforcement Director position will be dissolved, and this will replace that position causing a salary savings.
	Code Enforcement Supervisor	1	Reclassification	No	n/a	Changing the name from Sanitation Administrator to Code Enforcement Supervisor. No financial impact. The Sanitation Administrator title will no longer exist.
Fire Department	Fire Inspector	1	Replacement	Yes	\$82,377	Change EMS Instructor to Fire Inspector and it will have a financial impact because the position will need go to the minimum of the paygrade for that position title.
	Firefighter/EMT	3	New Positions	Yes	\$64,656	Additional Staff
	Fire Lieutenant	3	New Positions	Yes	\$82,377	Additional Staff
				Total Proposed Positions	\$734,615	



CITY OF
FORESTPARK

We Are  #OneForestPark



FY' 26-27

Capital Improvements

by Department

FIRE CAPITAL



Fire – Total \$492,000



Computers - \$15,000



Suppression - \$90,000



Styker Life Packs - \$72,000



Training Facility Building - \$315,000

POLICE CAPITAL



Police – Total \$437,300

Drone Docking Station - \$80,000

Flock Safety Falcon - \$63,500

Axon Fusus - \$75,000

Resurface (Paving) Police HQ - \$150,000

Repainting of Police HQ - \$24,000

Police Gate - \$20,000

Roof Repair - \$5,300

Police Room Upgrades - \$13,500


Animal Control Vehicle Upgrade - \$6,000

PUBLIC WORKS CAPITAL



 Public Works – Total \$337,453

 Resurfacing Streets - \$100,000

 Pavement Assessment - \$15,000

 Public Works Building - \$27,250

 Fleet Floors - \$66,000

 Vehicles - \$114,400

 Equipment Salt Spreader, Pothole App, & Brine Tank) - \$14,803



**City of Forest Park City Council
Agenda Item Summary
June 15, 2026**

**Agenda Item #
VIII7**

**CITY OF
FORESTPARK**

Requested By John Wiggins, Finance Director	Sponsor(s)
Department Finance	

Requested Action Action Item
Requirement for Board Action
Summary & Background Summary (Background and History)
Fiscal Impact
Exhibits Attached None
Staff Recommendation



City of Forest Park City Council
Agenda Item Summary
June 15, 2026

Agenda Item #
VIII8

CITY OF
FORESTPARK

Requested By John Wiggins, Finance Director	Sponsor(s)
Department Finance	

Requested Action Budget Amendment

Requirement for Board Action

<p>Summary & Background 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.</p> <p>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.</p> <p>This budget amendment reflects a \$1,427,294.93 increase in General Fund appropriations. This Budget Amendment updates departmental appropriations by reallocating funds from different departments instead of using revenue projections to reflect actual operating conditions and fiscal performance. The Budget Amendment will reflect a slight change to the total amount of \$44,263,641 to \$44,238,651.</p>
--

<p>Fiscal Impact A \$24,990 decrease in expenses due to reallocating funds from different departments instead of using revenue projections.</p>

<p>Exhibits Attached Agenda Item for 6-15-2026 Council Meeting</p>
--

<p>Staff Recommendation Staff recommends Council approve the budget amendment for the year-end.</p>

2025-2026 Budget Amendment

Department	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
	\$		\$
Legislative Office	967,953	1,004,480	36,527
	\$		\$
Chief Executive Office	1,390,240	1,393,004	2,764
	\$		\$
Finance	4,174,517	3,288,263	(886,254)
	\$		\$
Municipal Court	1,574,913	1,605,258	30,345
	\$		\$
Information Technology	1,987,514	1,989,211	1,697
	\$		\$
Code Enforcement	831,556	831,556	-
	\$		\$
Human Resources	859,113	917,449	58,336
	\$		\$
Economic Development	434,540	435,962	1,422
Planning and Community	\$		\$
Development	1,080,569	922,876	(157,693)
	\$		\$
Recreation and Leisure	3,093,337	3,104,637	11,300
	\$		\$
Public Works - Streets	3,750,420	3,875,881	125,461
	\$		\$
Public Works - Parks	94,000	69,000	(25,000)
	\$		\$
Public Works - Fleet	1,441,740	1,456,350	14,610
	\$		\$
Fire - EMS Services	1,455,547	1,520,396	64,849
	\$		\$
Fire - Fire Administration	8,254,769	8,389,485	134,716
	\$		\$
Fire - Emergency Management	113,954	113,954	-
	\$		\$
Police Services	10,910,539	11,469,927	559,388
	\$		\$
E-911 Communications	1,310,595	1,311,896	1,301
	\$		\$
Animal Control	155,523	156,766	1,243
	\$		\$
Estimated Contingency	382,302	382,302	-
	\$		\$
Total for General Fund	44,263,641	44,238,651	(24,990)

Total Revenue	\$ 44,263,637	\$ 49,828,164	\$ 5,564,527
Other Financing Sources	\$ -	\$ 27,970	\$ 27,970
Surplus (Deficit)	\$ (4)	\$ 5,617,483	\$ 5,617,487

Council Discussion of FY2025/2026 General Fund Budget Amendment #5

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.

Explanation of FY 2025–2026 Budget Amendment #5

Revenue Increase of \$5,564,527 to Support Departmental Expenditures

This budget amendment reflects a **\$1,427,294.93 increase in General Fund appropriations**. The amendment realigns and increases departmental budgets to reflect operational needs identified during the quarterly financial review process. The FY 2025-2026 Budget Amendment updates departmental appropriations and revenue projections to reflect actual operating conditions and fiscal performance. This Budget Amendment updates departmental appropriations by reallocating funds from different departments instead of using revenue projections to reflect actual operating conditions and fiscal performance. The Budget Amendment will reflect slight change to the total amount of **\$44,263,641 to \$44,238,651**.



**City of Forest Park City Council
Agenda Item Summary
June 15, 2026**

**Agenda Item #
VIII9**

**CITY OF
FORESTPARK**

Requested By Alton Matthews, Public Works Director	Sponsor(s) Talisa Adams, Procurement Manager
Department Public Works	

Requested Action Purchase
Requirement for Board Action
<p>Summary & Background</p> <p>The Public Works Department has identified approximately twenty (20) roads throughout the City requiring asphalt patching and roadway surface repairs to improve roadway conditions, enhance public safety, and extend the useful life of the City’s transportation infrastructure for residents, businesses, and visitors throughout the community. The proposed asphalt patching services will address deteriorated pavement conditions, including potholes, surface failures, uneven pavement areas, and damaged roadway sections that have resulted from normal wear and tear, weather conditions, and increased traffic usage.</p> <p>The Procurement Division issued Solicitation No. 2026-RFB-023 for Asphalt Patching Services. The scope of work includes providing all labor, equipment, materials, traffic control, hauling, disposal, and all incidental items necessary to complete patching and roadway repairs at various locations throughout the City of Forest Part. A total of five (5) bids were received and evaluated for responsiveness, responsibility, qualifications, pricing, and compliance with the solicitation requirements. Based on the evaluation results, Procurement, in collaboration with the Public Works Department, recommends an award to the lowest, responsive, and responsible bidder:</p> <p>DAF Concrete Inc., 9160 Turner Road, Jonesboro, GA 30236</p> <p>Total Amount: \$121,090.00 – LMIG Fund</p>
<p>Fiscal Impact \$121,090.00 – LMIG Fund</p>
<p>Exhibits Attached Agenda Cover Page for 2026-RFB-023 Asphalt Patching Services, Award Memo for 2026-RFB-023 Asphalt Patching Services, Bid Tabulation for 2026-RFB-023 Asphalt Patching Services, DAF Concrete References Report, [DAF CONCRETE INC] Response Document Report, Patching locations - Asphalt Patching Services</p>
<p>Staff Recommendation Approval to enter into a contract with DAF Concrete, Inc. for Asphalt Patching Services</p>



City Council Agenda Item

Title of Agenda Item: Council Discussion and Approval to enter into a contract with DAF Concrete, Inc. for Asphalt Patching Services: Public Works Department

Submitted By: Procurement

Date Submitted: 6-4-2026

Work Session Date: 6-15-2026

Council Meeting Date: 6-15-2026

Background/History:

The Public Works Department has identified approximately twenty (20) roads throughout the City requiring asphalt patching and roadway surface repairs to improve roadway conditions, enhance public safety, and extend useful life of the City’s transportation infrastructure for residents, businesses, and visitors throughout the community. The proposed asphalt patching services will address deteriorated pavement conditions, including potholes, surface failures, uneven pavement areas, and damaged roadway sections that have resulted from normal wear and tear, weather conditions, and increased traffic usage.

The Procurement Division issued Solicitation No. 2026-RFB-023 for Asphalt Patching Services. The scope of work includes providing all labor, equipment, materials, traffic control, hauling, disposal, and all incidental items necessary to complete patching and roadway repairs at various locations throughout the City of Forest Part. A total of five (5) bids were received and evaluated for responsiveness, responsibility, qualifications, pricing, and compliance with the solicitation requirements. Based on the evaluation results, Procurement in collaboration with the Public Works Department recommends an award to the lowest, responsive, and responsible bidder:

DAF Concrete Inc., 9160 Turner Road, Jonesboro, GA 30236

Total Amount: \$121,090.00 – LMIG Fund

Action Requested from Council: Approval to enter into a contract with DAF Concrete, Inc. for Asphalt Patching Services

Cost: \$ 121,090.00

Budgeted for: X Yes No

Financial Impact: LMIG Funds



CITY OF
FORESTPARK

MEMORANDUM

TO: Alton Matthews, Director
Public Works Department

FROM: Talisa R. Adams, CPPO, Procurement Manager
Department of Finance – Procurement

SUBJECT: 2026-RFB-023 Asphalt Patching Services

DATE: May 27, 2026

Procurement has completed the evaluation of bids received for 2026-RFB-023 Asphalt Patching Services. A total of five (5) bids were received and reviewed for responsiveness, responsibility, and compliance with the requirements. Based on the evaluation results, Procurement recommends award to the lowest, responsive, and responsible bidder:

DAF Concrete Inc., 9160 Turner Road, Jonesboro, GA. 30296

With your concurrence, please provide the applicable budget line-item and list of roads/locations to be included under the contract. Procurement will prepare the agenda item for Council's consideration at the June 15, 2026, Council meeting. Upon Council approval, please submit the competitive purchase request form and requisition number to allow Procurement to issue the Blanket PO to the awarded services.

Following approval, Procurement will notify the awarded vendor and coordinate a kick-off meeting with Public Works to review project expectations, scheduling, communication procedures, and contract administration requirements. .

Please let me know if you need any additional information or further assistance from Procurement.

Thanks,

Talisa R. Adams

Attachments: Bidders' Bid Response, Bid Tabulation/Evaluation Report, and References Check Report

cc: John Wiggins, Director of Finance



OPENGOV - BID TABULATION

RFB No. 2026-RFB-023

Asphalt Patching Services

RESPONSE DEADLINE: May 11, 2026 at 2:00 pm

Report Generated: Monday, May 11, 2026

PRICE SCHEDULE

Price Schedule					CSTE, Inc.		DAF CONCRETE INC		DEERFIELD ASPHALT PAVING CO.		Piedmont Paving, Inc.		The K&E Group USA LLC	
Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	
1	Mobilization and Traffic Control	1	Lump Sum	\$56,750.00	\$56,750.00	\$2,500.00	\$2,500.00	\$60,000.00	\$60,000.00	\$63,250.00	\$63,250.00	\$50,000.00	\$50,000.00	
2	Installation of Asphalt Patching and Class B Concrete Base	7906	SF	\$38.00	\$300,428.00	\$10.00	\$79,060.00	\$24.42	\$193,064.52	\$20.30	\$160,491.80	\$35.00	\$276,710.00	
3	Installation of Asphalt Patching and GAB @ 6" depth	7906	SF	\$16.00	\$126,496.00	\$5.00	\$39,530.00	\$33.90	\$268,013.40	\$5.10	\$40,320.60	\$25.00	\$197,650.00	
Total						\$483,674.00		\$121,090.00		\$521,077.92		\$264,062.40		\$524,360.00

Procurement recommends award to the lowest, responsive, and responsible bidder:
 DAF Concrete Inc., 9160 Turner Road, Jonesboro, GA. 30296

Department: Public Works
Project: 2026-RFB-023 Asphalt Patching Services
Vendor: DAF Concrete

Reference #1: Clayton County Water Authority

Type of Project: Asphalt, Patching & Paving around Clayton County
 Contact: Marcus Mclester, 404-593-3614, marcus.mclester@ccwa.us

Questions:

1. What was the project's scope? **DAF holds our Annual RFB contract for concrete and asphalt replacement.**
2. How long did it take to complete the project? **DAF has held these contracts for the past 8 years.**
3. Did they complete the project on schedule? **DAF completes every work order given to them in a timely manner.**
4. Were there any project issues? **No issues**
5. If yes, how did the vendor rectify the issue? **Anytime something needs to be corrected, DAF did it with no problems**
6. Were you satisfied with the quality of the final work product provided? **I have been extremely satisfied with DAF work.**
7. Did you encounter additional costs outside of the awarded contract amount? **This is an RFB contract**
8. How would you rate the company's level of professionalism (1-10)? **10**

Reference #2: Dekalb County School District

Type of Project: Asphalt Repair at Dekalb Schools
 Contact: Lemuel Hawkins, 404-668-9960, lemuel_hawkins@dekalbschoolsga.org

Questions:

1. What was the project's scope? **DAF concrete has a contract with DCSD to provide concrete and asphalt work, District-wide. Multiple projects. Too many to list.**
2. How long did it take to complete the project? **Average time is 1-3 days.**
3. Did they complete the project on schedule? **Yes, usually ahead of schedule.**
4. Were there any project issues? **None at all**
5. If yes, how did the vendor rectify the issue? **N/A**
6. Were you satisfied with the quality of the final work product provided? **Yes**
7. Did you encounter additional costs outside of the awarded contract amount? **None I have never received a change order from DAF concrete**
8. How would you rate the company's level of professionalism (1-10)? **9**

Reference #3: City of East Point

Type of Project: Sidewalk restoration at Ben Hill Rd
 Contact: Chardonnay Fenton, 470-532-0496, cfenton@eastpointcity.org

REFERENCE CHECKS

Questions:

1. What was the project's scope? **Ben Hill Rd Sidewalk and Intersection Improvement Project - a 2.2-mile sidewalk and intersection project that required utility adjustments and relocations.**
2. How long did it take to complete the project? **1 year**
3. Did they complete the project on schedule? **Yes, they did.**
4. Were there any project issues? **The only issues were the responsibility of utility companies, not DAF.**
5. If yes, how did the vendor rectify the issue? **DAF was very patient and was often available to provide resolutions to decrease impact.**
6. Were you satisfied with the quality of the final work product provided? **Yes**
7. Did you encounter additional costs outside of the awarded contract amount? **No**
8. How would you rate the company's level of professionalism (1-10)? **10**



City of Forest Park
Procurement

745 Forest Parkway, Forest Park, GA 30297

[DAF CONCRETE INC] RESPONSE DOCUMENT REPORT

RFB No. 2026-RFB-023

Asphalt Patching Services

RESPONSE DEADLINE: May 11, 2026 at 2:00 pm

Report Generated: Monday, May 11, 2026

DAF CONCRETE INC Response

CONTACT INFORMATION

Company:

DAF CONCRETE INC

Email:

daf_concrete_inc@yahoo.com

Contact:

ANTONIO SANCHEZ

Address:

9160 TURNER RD
Jonesboro, GA 30236

Phone:

N/A

Website:

N/A

Submission Date:

May 11, 2026 1:16 PM (Eastern Time)

ADDENDA CONFIRMATION

Addendum #1

Confirmed May 8, 2026 8:40 AM by ANTONIO SANCHEZ

QUESTIONNAIRE

1. Required Bid Security*

Pass

Upload a copy of your Bid Security here.

Forest_Park_-_Bid_bond.pdf

2. Local, Small Business, Diversity Program Plan (LSBD Forms 1-4)*

Pass

Please download the below documents, complete, and upload.

- [LSBD Forms 1 - 4.pdf](#)

LSBE_-_Forest_Park_.pdf

3. List of Project References*

Fail

Please download the below documents, complete, and upload.

- [Reference List.docx](#)

LSBE_-_Forest_Park_.pdf

4. State of Georgia Certificate of Existence*

Pass

Upload your Georgia Certificate of Existence here.

31274847.pdf

5. Copy of Contractor's and/or Subcontractor's License*

Pass

Upload your Contractor's/Subcontractor's License here.

BUSINESS_LICENSE_(1).pdf

Utility_Foreman_License.pdf

6. Certificate of Insurance*

Pass

Upload a copy of your COI here.

ACORD_Form_20260505-145144.pdf

7. Contractor Affidavit and Agreement*

Pass

Please download the below documents, complete, and upload.

- [Contractor Affidavit.docx](#)

2026-05-11_12-37.pdf

8. Subcontractor Affidavit*

Pass

Please download the below documents, complete, and upload.

- [Subcontractor Affidavit.docx](#)

Subcontractor_Affidavit.docx

9. Contractor's Statement of Legal Status and Financial Capability*

Pass

Please download the below documents, complete, and upload.

- [Contractor's Statement of L...](#)

Contractor's_Statement_of_Legal_Status_and_Financial_Capabilities.pdf

10. Certification Regarding Debarment, Suspension, and Other Matters*

Pass

Please download the below documents, complete, and upload.

- [Certificate Regarding Debar...](#)

Debarment.pdf

11. Non-Collusion Affidavit*

Pass

Please download the below documents, complete, and upload.

- [Non-Collusion Affidavit.docx](#)

Non-Collusion.pdf

12. Bidder's Contact Directory*

Pass

Please download the below documents, complete, and upload.

- [Contact Directory.docx](#)

Contact_Directory_(1).docx

13. Bidders Qualifications*

Pass

Please combine the following requirements, in the listed order, into a single document and upload the file here:

- Organizational Structure/Key Personnel/Resumes
- Experience and Past Performance
- Management and Staffing Plan
- Quality Control Plan Approach
- Procurement Plan
- Safety and Experience

DAF_Concrete_Inc_Resume_2026_-_05.11.26.pdf

PRICE TABLES

PRICE SCHEDULE

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Mobilization and Traffic Control	1	Lump Sum	\$2,500.00	\$2,500.00
2	Installation of Asphalt Patching and Class B Concrete Base	7,906	SF	\$10.00	\$79,060.00
3	Installation of Asphalt Patching and GAB @ 6" depth	7,906	SF	\$5.00	\$39,530.00
TOTAL					\$121,090.00

AIA Document A310™ - 2010

Bid Bond

Bond Number: BND1012283-00

CONTRACTOR:
(Name, legal status and address)
DAF Concrete Inc
9160 Turner Road
Jonesboro, GA 30236

SURETY:
(Name, legal status and principal place of business)
Fair American Insurance and Reinsurance Company
One Metroplex Drive Suite 400
Birmingham AL 35209

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)
City of Forest Park

BOND AMOUNT: Five Percent of Amount Bid
5% of amount bid

Project Number, if any:

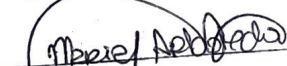
PROJECT:
(Name, location or address, and Project number, if any)
Asphalt Patching Services

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 11th day of May, 2026


(Witness)

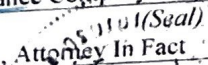

(Witness)

DAF Concrete Inc
(Principal)

Antonio Sanchez PRESIDENT
(Title)

Fair American Insurance and Reinsurance Company
(Surety)

Arthur S Johnson
(Title)


Attorney In Fact

FAIR AMERICAN INSURANCE AND REINSURANCE COMPANY
One Liberty Plaza, 165 Broadway, New York, NY 10006
POWER OF ATTORNEY

Know all men by these Presents, that Fair American Insurance and Reinsurance Company ("Company"), a New York corporation, had made, constituted and appointed, and by these presents does make, constitute and appoint, Stefan E. Tauger of Parker, Colorado; Arthur S. Johnson of Atlanta, Georgia; James E. Feldner of West Lake, Ohio; Jeffery L. Booth of Blacklick, Ohio; Melanie J. Stokes of Atlanta, Georgia; Scott E. Stoltzner of Birmingham, Alabama; Jason S. Centrella of Jacksonville, Florida; or Alane Skaff of Tampa, Florida, EACH as its true and lawful attorney-in-fact to sign, execute, seal, deliver for, and on behalf of the said Company, and as its act and deed any place in the United States any and all surety, bonds, undertakings, recognizances and contracts of suretyship to be given to all obligees provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount of the sum of \$7,000,000 (Seven Million Dollars), any single instance. Provided, however, that this power of attorney limits the acts of those named herein; and they shall have no authority to bind the Company except in the manner stated and to the extent of any limitation herein.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolutions adopted pursuant to due authorization by the Board of Directors of the Company on the 2nd day of February 2016.

RESOLVED, that the President, Chairman, or any Senior Vice President or Vice President of the Company, in conjunction with any Senior Vice President or Vice President, be, and that each or any of them hereby is, authorized to appoint Attorneys-in-fact of the Company as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all bonds, undertakings, recognizances, contracts of suretyship and other surety obligations. Such Attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the President and attested by the Secretary.

FURTHER RESOLVED, that any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or Senior Vice President, in conjunction with any Senior Vice President or Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile.

IN WITNESS WHEREOF, the Company has caused its official seal to be hereto affixed, and these presents to be sealed with its corporate seal and duly attested to by the President and this Vice President this 22nd day of January 2025.

Fair American Insurance and Reinsurance Company

By: 
Christopher O'Gwen, President and CEO

By: 
Paul J. Clauss, Vice President

STATE of NEW YORK
COUNTY of NEW YORK

On January 22, 2025 before me, the above named President and Vice President, personally appeared, who proved to me on the basis of satisfactory evidence to be the persons whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacities, that they know the seal of Fair American Insurance and Reinsurance Company, and that their signatures and the seals of Fair American Insurance and Reinsurance Company were duly affixed and subscribed to said instrument by the authority and direction of the Company. I certify under PENALTY OF PERJURY under the laws of the State of New York that the foregoing paragraph is true and correct.


WITNESS my hand and official seal.

Signature Angelica P. Jones (Seal)



I, Christopher O'Gwen, the undersigned, an Officer of Fair American Insurance and Reinsurance Company, a New York Corporation, DO HEREBY CERTIFY that the foregoing and attached Power of Attorney is a true and correct copy of the original power of attorney, and do hereby further certify that the said Powers are still in force and effect.

Signed and sealed at the City of New York. Dated the 11TH day of MAY, 2026


Christopher O'Gwen, President and CEO

No. 9915

BND1012283-00

Local Small Business Diversity Program

The City of Forest Park has implemented a Local, Small Business, Diversity Program to promote full and open competition in all city contracts. LSBDD participation goals are set on a contract-by-contract basis for each specific prime contract with subcontracting possibilities. The City wants to ensure that Proponents are non-discriminatory in their process of selecting sub-contractors. The City also wants to encourage Proponents to utilize local, veteran-owned, minority, women, and disadvantaged business enterprises whenever possible.

Included in this Bid are subcontracting/subconsultant forms that all proponents will be required to complete along with their Bids. All forms included in this solicitation must be completed for Proponent to be considered responsive.

Each Proponent must propose to achieve the LSBDD participation goal that is equal or greater than the percentage required. Each Proponent will be required to submit evidence demonstrating that “good faith efforts” were made if you cannot meet the goal.

These forms are requirements under the City of Forest Park’s Local, Small Business, Diversity Program, and it is a requirement to comply with making the “good faith effort” to achieve the goal. Failure to complete these forms will deem you non-responsive.

The participation goal for this procurement is 25 percent (25%)

A business is considered Local if they meet the following:

1. The business or supplier must operate and maintain a regular place of business within the geographical boundaries of the city;

The business or supplier must provide a copy of a current occupational tax certificate;

The business or supplier must have paid all real and personal taxes (if any) owed the city and not otherwise owe the city any funds; and

The business or supplier must certify its compliance with the Georgia Security and Immigration Act.

A Small Business means a locally based business whose average annual gross receipts or number of employees averaged over the past five years must not exceed the size standards as defined pursuant to 15 C.F.R § 121.201 et al., who demonstrates that individual owner’s personal net worth and does not exceed \$750,000.00, exclusive of the individual’s ownership interest in their primary residence and the value of the LSBDD.

LSBDD Required Forms –

To be submitted with Bid:

1. LSBD-1 Covenant of Non-Discrimination: The signed agreement stating that the firm will not discriminate on the basis of a firm's size (revenue or employee count) with regard to prime contracting, subcontracting, or partnering opportunities.
2. LSBD-2 Sub-Contractor Contact Form: A list of all firms contacted to participate as LSBD sub-contractors/suppliers on a contract.
3. LSBD-3 LSBD Sub-Contractor/Supplier Utilization Form: A list of all firms procured as LSBD sub-contractors/suppliers to be utilized on a contract.
4. LSBD-4 Statement of Good Faith Efforts (Including the Checklist): Documented efforts to seek and procure the utilization of LSBD's as sub-contractors/suppliers on a contract where a goal is required.

To be submitted post-award:

5. LSBE-5 Post Award Monthly LSBD Participation Report – Contract Goal: Report detailing percentage of LSBD participation (work performed) and payments to VOB/MBE/WBE/DBE subcontractors on a monthly basis.
6. LSBD-6 Request for Subcontractor Removal/Substitution Form: Required to fill out and obtain approval if a LSBD subcontractor is being substituted following post award.

Supplements

1. Form LSBD-1, Covenant of Non-Discrimination
2. Form LSBD-2, Sub-Contractor Contact Form – Contract Goal
3. Form LSBD-3, Local, Small Business, Diversity Project Participation Plan
4. Form LSBD-4, Statement of Good Faith Efforts
5. Form LSBD-5, Post-Award-Monthly LSBD Participation Report Contract Goal
6. Form LSBD-6, Subcontractor Removal/Substitution Form

FORM LSBD-1

COVENANT OF NON-DISCRIMINATION

The undersigned understands that it is the policy of the City of Forest Park (COFP) to promote full and equal business opportunity for all persons doing business with the City. The undersigned covenants that we have not discriminated on the basis of a firm's revenue, employee count, social or economic disadvantages, minority, gender, or veteran status, with regard to prime contracting, subcontracting or partnering opportunities. The undersigned further covenants that we have completed truthfully and fully the required forms LSBD-2, LSBD-3 and LSBD-4. Set forth below is the signature of an officer of the Bid entity with the City of Forest Park to bind the entity.

I, Antonio Sanchez, President (Name, Title), on behalf of DAF Concrete, Inc. (Company), by my signature below, do hereby promise:

1. To adopt the policies of the City of Forest Park relating to equal opportunity in contracting on projects and contracts funded, in whole or in part, with funds of COFP;
2. Not to otherwise engage in discriminatory conduct; To provide a discrimination-free working environment;
3. That this Covenant of Non-Discrimination shall be continuing in nature and shall remain in full force and effect without interruption; and
4. That this Covenant of Non-Discrimination shall be incorporated by reference into any contract or portion thereof which we may hereafter obtain.

We understand that our failure to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract.

By: Antonio Sanchez

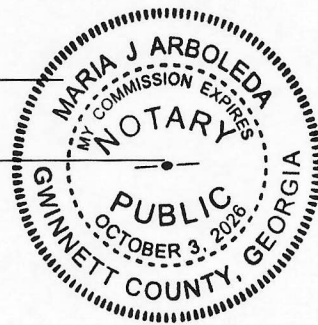
Title: President

Sworn to and subscribed before me the 11 day of May, 2026,

Notary Public: Maria J Arboleda

My Commission Expires: October 3, 2026

[SEAL]



FORM LSBD-2

SUB-CONTRACTOR CONTACT FORM – CONTRACT GOALS

Instructions to Contractors

The prime contractor must complete and sign the sub-contractor **contact form** and submit the completed and signed form with the Bid. **Failure to submit this form will result in being deemed nonresponsive.**

1. Name of contractor/supplier: Provide name of the contractor or supplier you contacted to perform on the task order.
2. Contact Name, Address and Phone Number: Provide the contact information of the contractor/supplier you contacted.
3. City of Forest Park Business License: State if the contractor/supplier you contacted is a City of Forest Park Licensed business.
4. Type or work solicited for: Describe the type of work for which you are soliciting from the contractor/supplier.
5. Business Ownership (Enter Code): State whether the contractor/supplier you contacted is an MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, or VOB – Veteran Owned Business **(if applicable)**
6. Results of Contact: Describe the results of your contact.
7. Sign and date the form.

FORM LSBD-2

**CITY OF FOREST PARK
SUBCONTRACTOR CONTACT FORM**

Name of Sub-Contractor/Supplier	Company Name, Address, and Phone Number	City of Forest Park Business License? (Yes or No)	Type of Work Solicited For	Business Ownership (Enter Code)	Results of Contact
John Smith	Company ABC 123 Main Street Morrow, GA 30260 770-123-4698	Yes	Hauling	DBE	Will perform as sub
DAF Concrete, Inc.	DAF Concrete Inc 9160 Turner Road, Jonesboro GA, 30236 (770) 629-4036	No	Concrete	LSBE	DAF will be perform all job in house

List all subcontractors or suppliers (*LSBE and Non-LSBD*) that were contacted regarding this project
Diversity Code: MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, VOB – Veteran Owned Business

FORM LSBD-3

LOCAL, SMALL BUSINESS, DIVERSITY OPPORTUNITY SUBCONTRACTOR PROJECT PLAN

SUBCONTRACTOR/SUPPLIER UTILIZATION

Instructions to Contractors

The Proponent must complete the project participation plan for sub-contractor/supplier utilization and **submit the form with the Bid**. **Failure to submit this form will result in a Bid being deemed “nonresponsive”**. Each project participation plan for sub-contractor/supplier must include the following:

1. Name of subcontractor/supplier: Provide name of the subcontractor or supplier contacted to perform work on the project.
2. Contact Name, Address & Phone Number: Provide contact information of the subcontractor/supplier contacted.
3. City of Forest Park Business License: State if the subcontractor/supplier contacted is a City of Forest Park licensed business.
4. Type or Scope of Work to be Performed: Describe the type or scope of work subcontractor/supplier will perform.
5. Certification of Business Owner: Provide minority code/classification (if applicable). Examples include, but not limited to: Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), Women Business Enterprise (WBE), Veteran Owned Business (VOB), etc.
6. Estimated Dollar Value of Work: Provide an estimated dollar value for the work to be performed by subcontractor/supplier within the project scope.
7. Percentage of Total Bid Amount: Provide an estimated percentage of the total Bid amount that will be paid to the subcontractor/supplier.
8. Signature of Proponent: All LSBD Participation Plans must be signed and dated by Proponents.

Estimated Dollar Value of the Work / Total Bid Amount = % of Total Bid Amount

FORM LSBDD-3

**CITY OF FOREST PARK LOCAL, SMALL BUSINESS, DIVERSITY OPPORTUNITY SUBCONTRACTOR PROJECT PLAN
SUBCONTRACTOR/SUPPLIER UTILIZATION**

List all subcontractors/suppliers, including lower tiers, to be used on this project.

Name of Sub-Contractor/Supplier	Company Name, Address and Phone Number	City of Forest Park Business License? (Yes or no)	Type of Work to be Performed	Owner of Business (See code below)	Dollar (\$) Value of Work	Percentage of Total Bid Amount
John Smith	Company ABC 123 Main Street Forest Park, GA 30297 770-123-4698	Yes	Hauling	DBE	\$4200	8.4%
DAF Concrete, Inc.	DAF Concrete Inc - 9160 Turner Road, Jonesboro GA 30236 - (770) 629-4036	No	Concrete	LSBE	\$121,090.00	100%

Total Local Business, % _____ Total Small Business % 100 Total Minority Business % _____

Diversity Code: MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, VOB – Veteran Owned Business

Proponent's Company Name: DAF Concrete, Inc. Date: 05/11/2026 FC#: _____

Proponent's Contact Number: (770) 629-4036 Project Name: Asphalt Patching Services

Signature: Antonio Sanchez

FORM LSB-D-4

STATEMENT OF GOOD FAITH EFFORTS

Instructions:

If you will not meet the Local Small Business Diversity (LSBD) goal set forth in the RFQB, in addition to the information included on the LSB-D Form 2 Sub-contractors Contact Form submitted with your bid/Bid, please provide a narrative explanation of why you cannot meet the LSB-D goal and the steps taken to include LSB-Ds in your bid/Bid. Describe specific actions (i.e. phone calls, etc.). Please provide copies of any solicitation notices sent, whether by email, fax or mail, and the amount of time given for response. Describe efforts to follow up initial communications. Identify the individuals from your organization who performed these activities. Attach additional pages as needed.

CERTIFICATION OF GOOD FAITH EFFORTS

I hereby attest that I have exercised good faith efforts to meet the Local Small Business Diversity goal for this bid. Despite such good faith efforts, I have not been able to meet the LSB-D goal for this bid.

DAF Concrete, Inc.

(Name of Organization)

Antonio Sanchez

(Print Name)

President

(Title)

Antonio Sanchez

(Signature)

05/11/2026

(Date)

FORM LSBSD-4 (Cont'd)
STATEMENT OF GOOD FAITH EFFORTS
Checklist

A Proponent that does not meet COFP's LSBSD participation goal is required to demonstrate that it made "good faith efforts." Please indicate whether or not any of the following actions were taken:

- | | Yes | No | |
|------------|--------------------------|-------------------------------------|--|
| 1. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Attendance at a pre-bid meeting, if any, scheduled by COFP to inform LSBSDs of subcontracting opportunities under a given solicitation; Advertisement for solicitation of LSBSDs in general circulation media, trade association publications, and minority- focus media, to provide notice of subcontracting opportunities. |
| 2. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Advertisement in general circulation media at least seven (7) days prior to Bid or Bid opening any and all Sub-contractor opportunities. Proof of advertisement must be submitted with the Bid or Bid. |
| 3. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Provided interested LSBSDs with timely, adequate information about the plans specifications, and other such requirements of the Contract to facilitate their quotation and conducted follow up to initial solicitations. |
| 4. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Provided written notice to LSBSDs that their interest in subcontracting opportunities or furnishing supplies is solicited. Provided a contact log showing the name, address, email and contact number (phone or fax) used to contact the proposed certified sub- contractors, nature of work requested for quote, date of contact, the name and title of the person making the effort, and the amount of the quoted price if one was obtained. |
| 5. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Efforts were made to divide the work for LSBSD subcontracting in areas likely to be successful and identify portions of work available to LSBSDs consistent with their availability. Include a list of divisions of work not subcontracted and the corresponding reasons for not including them. The ability or desire of a Proponent/Bidder to perform the work of a contract with its own organization does not relieve it of the responsibility to make good faith efforts on all scopes of work subject to subcontracting. |
| 6. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Efforts were made to assist potential LSBSD sub-contractors to meet bonding, insurance or other governmental contracting requirements. Where feasible, facilitating the leasing of supplies or equipment when they are of such a specialized nature that an LSBSD could not readily and economically obtain them in the marketplace. |
| 7. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Utilization of services of available minority community organizations, minority contractor groups and other organizations that provide assistance in the recruitment and placement of LSBSDs. |
| 8. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Communication with the COFP Procurement Department seeking assistance in identifying available LSBSDs. |
| 9. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Exploration of joint venture opportunities with LSBSDs. |
| 10. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Other actions (specify): |

Please explain any "no" answers listed above (by number):

This list is a guideline and by no means exhaustive. The City of Forest Park will review these efforts, along with other documents, towards assessing the Proponent/Bidder's efforts to meet COFP's LSBSD goal. If you require assistance in identifying certified LSBSDs, please contact the Procurement Department at procurement@forestparkga.gov or at 404-366-4720.



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

Explanation

DAF Concrete, Inc. intends to self-perform the work required under this contract using its own workforce, equipment, and internal resources. Due to the nature of the project scope, scheduling requirements, and operational efficiency, subcontracting opportunities were limited.

Despite this, DAF Concrete, Inc. reviewed potential subcontracting scopes and evaluated opportunities for LSBDD participation. After careful review, it was determined that the work would be most effectively completed through self-performance while maintaining project quality, schedule, and cost control.

DAF Concrete, Inc. remains committed to equal opportunity participation and compliance with the City of Forest Park's Local Small Business Diversity Program requirements.

Local Small Business Diversity Program

The City of Forest Park has implemented a Local, Small Business, Diversity Program to promote full and open competition in all city contracts. LSBDD participation goals are set on a contract-by-contract basis for each specific prime contract with subcontracting possibilities. The City wants to ensure that Proponents are non-discriminatory in their process of selecting sub-contractors. The City also wants to encourage Proponents to utilize local, veteran-owned, minority, women, and disadvantaged business enterprises whenever possible.

Included in this Bid are subcontracting/subconsultant forms that all proponents will be required to complete along with their Bids. All forms included in this solicitation must be completed for Proponent to be considered responsive.

Each Proponent must propose to achieve the LSBDD participation goal that is equal or greater than the percentage required. Each Proponent will be required to submit evidence demonstrating that “good faith efforts” were made if you cannot meet the goal.

These forms are requirements under the City of Forest Park’s Local, Small Business, Diversity Program, and it is a requirement to comply with making the “good faith effort” to achieve the goal. Failure to complete these forms will deem you non-responsive.

The participation goal for this procurement is 25 percent (25%)

A business is considered Local if they meet the following:

1. The business or supplier must operate and maintain a regular place of business within the geographical boundaries of the city;

The business or supplier must provide a copy of a current occupational tax certificate;

The business or supplier must have paid all real and personal taxes (if any) owed the city and not otherwise owe the city any funds; and

The business or supplier must certify its compliance with the Georgia Security and Immigration Act.

A Small Business means a locally based business whose average annual gross receipts or number of employees averaged over the past five years must not exceed the size standards as defined pursuant to 15 C.F.R § 121.201 et al., who demonstrates that individual owner’s personal net worth and does not exceed \$750,000.00, exclusive of the individual’s ownership interest in their primary residence and the value of the LSBDD.

LSBDD Required Forms –

To be submitted with Bid:

1. LSBD-1 Covenant of Non-Discrimination: The signed agreement stating that the firm will not discriminate on the basis of a firm's size (revenue or employee count) with regard to prime contracting, subcontracting, or partnering opportunities.
2. LSBD-2 Sub-Contractor Contact Form: A list of all firms contacted to participate as LSBD sub-contractors/suppliers on a contract.
3. LSBD-3 LSBD Sub-Contractor/Supplier Utilization Form: A list of all firms procured as LSBD sub-contractors/suppliers to be utilized on a contract.
4. LSBD-4 Statement of Good Faith Efforts (Including the Checklist): Documented efforts to seek and procure the utilization of LSBD's as sub-contractors/suppliers on a contract where a goal is required.

To be submitted post-award:

5. LSBE-5 Post Award Monthly LSBD Participation Report – Contract Goal: Report detailing percentage of LSBD participation (work performed) and payments to VOB/MBE/WBE/DBE subcontractors on a monthly basis.
6. LSBD-6 Request for Subcontractor Removal/Substitution Form: Required to fill out and obtain approval if a LSBD subcontractor is being substituted following post award.

Supplements

1. Form LSBD-1, Covenant of Non-Discrimination
2. Form LSBD-2, Sub-Contractor Contact Form – Contract Goal
3. Form LSBD-3, Local, Small Business, Diversity Project Participation Plan
4. Form LSBD-4, Statement of Good Faith Efforts
5. Form LSBD-5, Post-Award-Monthly LSBD Participation Report Contract Goal
6. Form LSBD-6, Subcontractor Removal/Substitution Form

FORM LSBD-1

COVENANT OF NON-DISCRIMINATION

The undersigned understands that it is the policy of the City of Forest Park (COFP) to promote full and equal business opportunity for all persons doing business with the City. The undersigned covenants that we have not discriminated on the basis of a firm's revenue, employee count, social or economic disadvantages, minority, gender, or veteran status, with regard to prime contracting, subcontracting or partnering opportunities. The undersigned further covenants that we have completed truthfully and fully the required forms LSBD-2, LSBD-3 and LSBD-4. Set forth below is the signature of an officer of the Bid entity with the City of Forest Park to bind the entity.

I, Antonio Sanchez, President (Name, Title), on behalf of DAF Concrete, Inc. (Company), by my signature below, do hereby promise:

1. To adopt the policies of the City of Forest Park relating to equal opportunity in contracting on projects and contracts funded, in whole or in part, with funds of COFP;
2. Not to otherwise engage in discriminatory conduct; To provide a discrimination-free working environment;
3. That this Covenant of Non-Discrimination shall be continuing in nature and shall remain in full force and effect without interruption; and
4. That this Covenant of Non-Discrimination shall be incorporated by reference into any contract or portion thereof which we may hereafter obtain.

We understand that our failure to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract.

By: Antonio Sanchez

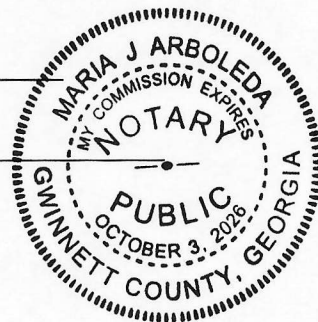
Title: President

Sworn to and subscribed before me the 11 day of May, 2026,

Notary Public: Maria J Arboleda

My Commission Expires: October 3, 2026

[SEAL]



FORM LSBD-2

SUB-CONTRACTOR CONTACT FORM – CONTRACT GOALS

Instructions to Contractors

The prime contractor must complete and sign the sub-contractor **contact form** and submit the completed and signed form with the Bid. **Failure to submit this form will result in being deemed nonresponsive.**

1. Name of contractor/supplier: Provide name of the contractor or supplier you contacted to perform on the task order.
2. Contact Name, Address and Phone Number: Provide the contact information of the contractor/supplier you contacted.
3. City of Forest Park Business License: State if the contractor/supplier you contacted is a City of Forest Park Licensed business.
4. Type or work solicited for: Describe the type of work for which you are soliciting from the contractor/supplier.
5. Business Ownership (Enter Code): State whether the contractor/supplier you contacted is an MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, or VOB – Veteran Owned Business **(if applicable)**
6. Results of Contact: Describe the results of your contact.
7. Sign and date the form.

FORM LSBD-2

**CITY OF FOREST PARK
SUBCONTRACTOR CONTACT FORM**

Name of Sub-Contractor/Supplier	Company Name, Address, and Phone Number	City of Forest Park Business License? (Yes or No)	Type of Work Solicited For	Business Ownership (Enter Code)	Results of Contact
John Smith	Company ABC 123 Main Street Morrow, GA 30260 770-123-4698	Yes	Hauling	DBE	Will perform as sub
DAF Concrete, Inc.	DAF Concrete Inc 9160 Turner Road, Jonesboro GA, 30236 (770) 629-4036	No	Concrete	LSBE	DAF will be perform all job in house

List all subcontractors or suppliers (LSBE and Non-LSBD) that were contacted regarding this project
Diversity Code: MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, VOB – Veteran Owned Business

FORM LSBDD-2

SUB-CONTRACTOR CONTACT FORM – Cont'd

List all sub-contractors or suppliers (LSBD and Non-LSBD) that were contacted regarding this project

Name of Sub-Contractor/Supplier	Company Name, Address, and Phone Number	City of Forest Park Business License? (Yes or No)	Type of Work Solicited For	Business Ownership (Enter Code)	Results of Contact

Proponent's Name: Antonio Sanchez Project Name: Asphalt Parching Services FC#: _____
 Signature: Antonio Sanchez Contact No: (770) 629-4036 Date: 05/11/2026

FORM LSBD-3

LOCAL, SMALL BUSINESS, DIVERSITY OPPORTUNITY SUBCONTRACTOR PROJECT PLAN

SUBCONTRACTOR/SUPPLIER UTILIZATION

Instructions to Contractors

The Proponent must complete the project participation plan for sub-contractor/supplier utilization and **submit the form with the Bid**. **Failure to submit this form will result in a Bid being deemed “nonresponsive”**. Each project participation plan for sub-contractor/supplier must include the following:

1. Name of subcontractor/supplier: Provide name of the subcontractor or supplier contacted to perform work on the project.
2. Contact Name, Address & Phone Number: Provide contact information of the subcontractor/supplier contacted.
3. City of Forest Park Business License: State if the subcontractor/supplier contacted is a City of Forest Park licensed business.
4. Type or Scope of Work to be Performed: Describe the type or scope of work subcontractor/supplier will perform.
5. Certification of Business Owner: Provide minority code/classification (if applicable). Examples include, but not limited to: Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), Women Business Enterprise (WBE), Veteran Owned Business (VOB), etc.
6. Estimated Dollar Value of Work: Provide an estimated dollar value for the work to be performed by subcontractor/supplier within the project scope.
7. Percentage of Total Bid Amount: Provide an estimated percentage of the total Bid amount that will be paid to the subcontractor/supplier.
8. Signature of Proponent: All LSBD Participation Plans must be signed and dated by Proponents.

Estimated Dollar Value of the Work / Total Bid Amount = % of Total Bid Amount

FORM LSBDD-3

**CITY OF FOREST PARK LOCAL, SMALL BUSINESS, DIVERSITY OPPORTUNITY SUBCONTRACTOR PROJECT PLAN
SUBCONTRACTOR/SUPPLIER UTILIZATION**

List all subcontractors/suppliers, including lower tiers, to be used on this project.

Name of Sub-Contractor/Supplier	Company Name, Address and Phone Number	City of Forest Park Business License? (Yes or no)	Type of Work to be Performed	Owner of Business (See code below)	Dollar (\$) Value of Work	Percentage of Total Bid Amount
John Smith	Company ABC 123 Main Street Forest Park, GA 30297 770-123-4698	Yes	Hauling	DBE	\$4200	8.4%
DAF Concrete, Inc.	DAF Concrete Inc - 9160 Turner Road, Jonesboro GA 30236 - (770) 629-4036	No	Concrete	LSBE	\$121,090.00	100%

Total Local Business, % _____ Total Small Business % 100 Total Minority Business % _____

Diversity Code: MBE – Minority Business Enterprise, DBE – Disadvantaged Business Enterprise, WBE – Women Business Enterprise, VOB – Veteran Owned Business

Proponent's Company Name: DAF Concrete, Inc. Date: 05/11/2026 FC#: _____

Proponent's Contact Number: (770) 629-4036 Project Name: Asphalt Patching Services

Signature: Antonio Sanchez _____

FORM LSBD-4

STATEMENT OF GOOD FAITH EFFORTS

Instructions:

If you will not meet the Local Small Business Diversity (LSBD) goal set forth in the RFQB, in addition to the information included on the LSBD Form 2 Sub-contractors Contact Form submitted with your bid/Bid, please provide a narrative explanation of why you cannot meet the LSBD goal and the steps taken to include LSBDs in your bid/Bid. Describe specific actions (i.e. phone calls, etc.). Please provide copies of any solicitation notices sent, whether by email, fax or mail, and the amount of time given for response. Describe efforts to follow up initial communications. Identify the individuals from your organization who performed these activities. Attach additional pages as needed.

CERTIFICATION OF GOOD FAITH EFFORTS

I hereby attest that I have exercised good faith efforts to meet the Local Small Business Diversity goal for this bid. Despite such good faith efforts, I have not been able to meet the LSBD goal for this bid.

DAF Concrete, Inc.

(Name of Organization)

Antonio Sanchez

(Print Name)

President

(Title)

Antonio Sanchez

(Signature)

05/11/2026

(Date)

FORM LSB-D-4 (Cont'd)
STATEMENT OF GOOD FAITH EFFORTS
Checklist

A Proponent that does not meet COFP's LSB-D participation goal is required to demonstrate that it made "good faith efforts." Please indicate whether or not any of the following actions were taken:

- | | Yes | No | |
|------------|--------------------------|-------------------------------------|--|
| 1. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Attendance at a pre-bid meeting, if any, scheduled by COFP to inform LSB-Ds of subcontracting opportunities under a given solicitation; Advertisement for solicitation of LSB-Ds in general circulation media, trade association publications, and minority- focus media, to provide notice of subcontracting opportunities. |
| 2. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Advertisement in general circulation media at least seven (7) days prior to Bid or Bid opening any and all Sub-contractor opportunities. Proof of advertisement must be submitted with the Bid or Bid. |
| 3. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Provided interested LSB-Ds with timely, adequate information about the plans specifications, and other such requirements of the Contract to facilitate their quotation and conducted follow up to initial solicitations. |
| 4. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Provided written notice to LSB-Ds that their interest in subcontracting opportunities or furnishing supplies is solicited. Provided a contact log showing the name, address, email and contact number (phone or fax) used to contact the proposed certified sub- contractors, nature of work requested for quote, date of contact, the name and title of the person making the effort, and the amount of the quoted price if one was obtained. |
| 5. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Efforts were made to divide the work for LSB-D subcontracting in areas likely to be successful and identify portions of work available to LSB-Ds consistent with their availability. Include a list of divisions of work not subcontracted and the corresponding reasons for not including them. The ability or desire of a Proponent/Bidder to perform the work of a contract with its own organization does not relieve it of the responsibility to make good faith efforts on all scopes of work subject to subcontracting. |
| 6. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Efforts were made to assist potential LSB-D sub-contractors to meet bonding, insurance or other governmental contracting requirements. Where feasible, facilitating the leasing of supplies or equipment when they are of such a specialized nature that an LSB-D could not readily and economically obtain them in the marketplace. |
| 7. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Utilization of services of available minority community organizations, minority contractor groups and other organizations that provide assistance in the recruitment and placement of LSB-Ds. |
| 8. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Communication with the COFP Procurement Department seeking assistance in identifying available LSB-Ds. |
| 9. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Exploration of joint venture opportunities with LSB-Ds. |
| 10. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Other actions (specify): |

Please explain any "no" answers listed above (by number):

This list is a guideline and by no means exhaustive. The City of Forest Park will review these efforts, along with other documents, towards assessing the Proponent/Bidder's efforts to meet COFP's LSB-D goal. If you require assistance in identifying certified LSB-Ds, please contact the Procurement Department at procurement@forestparkga.gov or at 404-366-4720.



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

Explanation

DAF Concrete, Inc. intends to self-perform the work required under this contract using its own workforce, equipment, and internal resources. Due to the nature of the project scope, scheduling requirements, and operational efficiency, subcontracting opportunities were limited.

Despite this, DAF Concrete, Inc. reviewed potential subcontracting scopes and evaluated opportunities for LSBDD participation. After careful review, it was determined that the work would be most effectively completed through self-performance while maintaining project quality, schedule, and cost control.

DAF Concrete, Inc. remains committed to equal opportunity participation and compliance with the City of Forest Park's Local Small Business Diversity Program requirements.

STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

Annual Registration

Electronically Filed

Secretary of State

Filing Date: 03/31/2026 17:46:28

BUSINESS INFORMATION

BUSINESS NAME : D A F CONCRETE, INC.
CONTROL NUMBER : 0369612
BUSINESS TYPE : Domestic Profit Corporation
ANNUAL REGISTRATION PERIOD : 2026

BUSINESS INFORMATION CURRENTLY ON FILE

PRINCIPAL OFFICE ADDRESS : 212 Hicks Dr, Marietta, GA, 30060, USA
REGISTERED AGENT NAME : ANTONIO SANCHEZ
REGISTERED OFFICE ADDRESS : 212 HICKS DRIVE, MARIETTA, GA, 30060, USA
REGISTERED OFFICE COUNTY : Cobb

OFFICER	TITLE	ADDRESS
ANTONIO SANCHEZ	Secretary	212 HICKS DRIVE, Marietta, GA, 30060, USA
ANTONIO SANCHEZ	CEO	212 HICKS DRIVE, Marietta, GA, 30060, USA
ANTONIO SANCHEZ	CFO	212 HICKS DRIVE, Marietta, GA, 30060, USA

UPDATES TO ABOVE BUSINESS INFORMATION

PRINCIPAL OFFICE ADDRESS : 212 Hicks Dr, Marietta, GA, 30060, USA
REGISTERED AGENT NAME : ANTONIO SANCHEZ
REGISTERED OFFICE ADDRESS : 212 HICKS DRIVE, MARIETTA, GA, 30060, USA
REGISTERED OFFICE COUNTY : Cobb

OFFICER	TITLE	ADDRESS
ANTONIO SANCHEZ	Secretary	212 HICKS DRIVE, Marietta, GA, 30060, USA
ANTONIO SANCHEZ	CEO	212 HICKS DRIVE, Marietta, GA, 30060, USA
ANTONIO SANCHEZ	CFO	212 HICKS DRIVE, Marietta, GA, 30060, USA

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE : ANTONIO SANCHEZ
AUTHORIZER TITLE : Officer



CLAYTON COUNTY
COMMUNITY DEVELOPMENT

Permits and License Division

This registration must be displayed in a conspicuous place in your business establishment.

This registration is not transferable

Valid for Calendar Year 2026

Business Name: D A F CONCRETE, INC.

Business Location: 9160 TURNER RD
JONESBORO GEORGIA 30236

Mailing Address: 9160 TURNER RD
JONESBORO GA 30236

Owner: D A F CONCRETE, INC.

License Number: BL-15-41711-2018-155021

License Type: Business License

Issue Date: 12/26/2025

Classification: In Jurisdiction

Expiration Date: 12/31/2026

Business Type: 238110 -Poured Concrete Foundation and Structure Contractors

Restrictions and Comments:

Other Licenses:

County/State/Federal	Document No.	Holder Name	Expiration Date

This registration may be suspended or revoked if Federal, State or County Codes, Ordinances, or requirements are violated. Report any of the following changes to the Business License Division immediately: Ownership, Name, Location, Business Type, or additional lines of Business.

If this business closes before the end of the expiration date, please send us a signed written notification of the business closure and the last day of operation to the Business License Division address. It will properly inactivate your business license account and protect you from incurring late fees and penalties.



STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
 Georgia Construction Industry Licensing Board
 LICENSE NO. UF205685

Antonio Sanchez
 212 Hicks Dr SE
 Marietta GA 30060

Utility Foreman

EXP DATE - 04/30/2027 Status: Active
 Issue Date: 09/20/2023

A pocket-sized license card is below. Above is an enlarged copy of your pocket card.

Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. Please notify the Board if you have a change of address.

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.ga.gov/plb.

Please refer to Board Rules for any continuing education requirements your profession may require.

Georgia State Board of Professional Licensing
 237 Coliseum Drive
 Macon GA 31217
 Phone: (404) 424-9966
www.sos.ga.gov/plb

Antonio Sanchez
 212 Hicks Dr SE
 Marietta GA 30060



STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
 Georgia Construction Industry Licensing Board
 License No. UF205685

Antonio Sanchez
 212 Hicks Dr SE
 Marietta GA 30060

Utility Foreman

EXP DATE - 04/30/2027 Status: Active
 Issue Date: 09/20/2023



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/11/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Griffin Insurance Agency Inc P O Box 1768 Stockbridge GA 30281	CONTACT NAME: PHONE (A/C, No, Ext): (770)507-3200 E-MAIL ADDRESS: COI@GriffinInsure.com		FAX (A/C, No): (770)507-7967
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED DAF CONCRETE INC 212 HICKS DR SE MARIETTA GA 30060	INSURER A: Auto Owners Insurance		18988
	INSURER B: Hudson Insurance Co.		25054
	INSURER C: Bridgefield Casualty Ins Co.		10335
	INSURER D: Evanston Insurance Company		35378
	INSURER E: INSURER F:		


COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	Y	69003668	5/5/2026	5/5/2027	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			HST-000474-03	4/13/2026	4/13/2027	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							\$	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X	Y	48-999249-01	5/5/2026	5/5/2027	EACH OCCURRENCE	\$ 3,000,000
							AGGREGATE	\$ 3,000,000
							\$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	196-66747	3/25/2026	3/25/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
D	Pollution Liability			CPLMOL137760	2/14/2026	2/14/2027	PER OCCURRENCE LIMIT	1,000,000
							GENERAL AGGREGATE LIMIT	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

CITY OF FOREST PARK	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Keith Griffin/PLS 

© 1988-2014 ACORD CORPORATION. All rights reserved.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

* Blanket Waiver of Subrogation Applies *

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

Date Prepared: April 14, 2026

Carrier: Bridgefield Casualty Insurance Company

Effective Date of Endorsement: March 25, 2026

Policy Number: 0196-66747

Insured: Daf Concrete Inc.

Countersigned by: 

WC 00 03 13 (Ed. 4-84)

"Includes copyright material of the National Council on Compensation Insurance, Inc. used with its permission. Copyright 1983 NCCI"

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Under SECTION II - WHO IS AN INSURED is amended. The following provision is added. A person or organization is an Additional Insured, only with respect to liability caused, in whole or in part, by "your work" for that Additional Insured by or for you:

1. If required in a written contract or agreement; or
2. If required by an oral contract or agreement only if a Certificate of Insurance was issued prior to the loss indicating that the person or organization was an Additional Insured.

B. SECTION III - LIMITS OF INSURANCE is amended. The following provision is added. The limits of liability for the Additional Insured are those specified in the written contract or agreement between the insured and the owner, lessee or contractor or those specified in the Certificate of Insurance, if an oral contract or agreement, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.

C. SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS is amended.

1. The following condition is added to **4. Other Insurance**.
This insurance is primary for the Additional Insured, but only with respect to liability caused,

in whole or in part, by "your work" for that Additional Insured by or for you. Other insurance available to the Additional Insured will apply as excess insurance and not contribute as primary insurance to the insurance provided by this endorsement.

2. The following condition is added.

Other Additional Insured Coverage Issued By Us

If this policy provides coverage for the same loss to any Additional Insured specifically shown as an Additional Insured in another endorsement to this policy, our maximum limit of insurance under this endorsement and any other endorsement shall not exceed the limit of insurance in the written contract or agreement between the insured and the owner, lessee or contractor, or the limits provided in this policy, whichever is less. Our maximum limit of insurance arising out of an "occurrence", shall not exceed the limit of insurance shown in the Declarations, regardless of the number of insureds or Additional Insureds.

All other policy terms and conditions apply.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY PLUS COVERAGE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. **EXTENDED WATERCRAFT LIABILITY SECTION I - COVERAGES, COVERAGE A - BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions** is amended. Exclusion **g.(2)** is deleted and replaced by the following exclusion.
 - (2) A watercraft you do not own that is:
 - (a) Less than 50 feet long; and
 - (b) Not being used to carry persons or property for a charge;
2. **BROADENED SUPPLEMENTARY PAYMENTS SUPPLEMENTARY PAYMENTS - COVERAGES A AND B**, Paragraph **1.d.** is amended. The amount we will pay for the actual loss of earnings is increased from \$250 per day to \$400 per day.
3. **ADDITIONAL PRODUCTS-COMPLETED OPERATIONS AGGREGATE LIMIT**
If the endorsement, EXCLUSION - PRODUCTS COMPLETED OPERATIONS HAZARD, CG 21 04, is not attached to this policy, then the following provision is added to **SECTION III - LIMITS OF INSURANCE**.
Commencing with the effective date of this policy, we will provide one additional Products-Completed Operations Aggregate Limit, for each annual period, equal to the amount of the Products-Completed Operations Aggregate Limit shown in the Declarations. The maximum Products-Completed Operations Aggregate Limit for any annual period will be no more than two times the original Products-Completed Operations Aggregate Limit.
4. **PERSONAL INJURY EXTENSION**
 - a. If the endorsement EXCLUSION - PERSONAL AND ADVERTISING INJURY, CG 21 28, is attached to this policy, then this provision, **4. PERSONAL INJURY EXTENSION**, does not apply.
 - b. If the endorsement EXCLUSION - PERSONAL AND ADVERTISING INJURY, CG 21 28, is not attached to this policy, then **SECTION V - DEFINITIONS** is amended. Paragraph **14.** "Personal and advertising injury" is deleted and replaced by the following definition.
 14. "Personal and advertising injury" means injury including consequential "bodily injury", arising out of one or more of the following offenses:
 - a. False arrest, detention or imprisonment;
 - b. Malicious prosecution;
 - c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies by or on behalf of its owner, landlord or lessor;
 - d. Oral or written publication, in any manner, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;
 - e. Oral or written publication of material, in any manner, that violates a person's right of privacy;
 - f. The use of another's advertising idea in your "advertisement";
 - g. Infringing upon another's copyright, trade dress or slogan in your "advertisement"; or
 - h. Discrimination, humiliation, sexual harassment and any violation of civil rights caused by such discrimination, humiliation or sexual harassment.
5. **BROADENED KNOWLEDGE OF OCCURRENCE SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit** is amended. The following condition is added.
 - a. Paragraphs **a.** and **b.** of this condition will not serve to deny any claim for failure to provide us with notice as soon as practicable after an "occurrence" or an offense which may result in a claim:
 - (1) If the notice of a new claim is given to your "employee"; and
 - (2) That "employee" fails to provide us with notice as soon as practicable.
 - b. This exception shall not apply:
 - (1) To you; or

- (2) To any officer, director, partner, risk manager or insurance manager of yours.
- 6. DAMAGE TO PREMISES RENTED TO YOU**
- a. SECTION I - COVERAGES, COVERAGE A - BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions** is amended.
- (1) The last paragraph is deleted and replaced by the following paragraph.
Exclusions **c.** through **n.** do not apply to damage by fire, lightning, explosion, smoke or water damage to premises rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in **6. DAMAGE TO PREMISES RENTED TO YOU, b. Limits of Insurance.**
- (2) The following additional exclusions apply to "property damage" arising out of water damage to premises rented to you or temporarily occupied by you with permission of the owner.
- (a) "Property damage" to:
- 1) The interior of the premises caused by or resulting from rain or snow, whether driven by wind or not; or
 - 2) Heating, air conditioning, plumbing or fire protection systems, or other equipment or appliances.
- (b) "Property damage" caused by or resulting from any of the following:
- 1) Mechanical breakdown, including bursting or rupture caused by centrifugal force;
 - 2) Cracking, settling, expansion or shrinking;
 - 3) Smoke or smog;
 - 4) Birds, insects, rodents or other animals;
 - 5) Wear and tear;
 - 6) Corrosion, rust, decay, fungus, deterioration, hidden or latent defect or any quality in property that causes such property to destroy or damage itself; or
 - 7) Water that flows or leaks from any heating, air conditioning, plumbing or fire protection system caused by or resulting from freezing, unless:
 - a) You make a reasonable effort to maintain heat in the building or structure; or
 - b) You drain the equipment and shut off the water supply if the heat is not maintained.
- (c) "Property damage" caused directly or indirectly by any of the following:
- 1) Water that backs up from a drain or sewer;
 - 2) Mud flow or mudslide;
 - 3) Volcanic eruption, explosion or effusion;
 - 4) Any earth movement, such as earthquake, landslide, mine subsidence, earth sinking, earth rising or earth shifting;
 - 5) Regardless of the cause, flood, surface water, waves, tides, tidal waves, storm surge, overflow of any body of water, or their spray, all whether wind driven or not; or
 - 6) Water under the ground surface pressing on, or seeping or flowing through:
 - a) Walls, foundations, floors or paved surfaces;
 - b) Basements, whether paved or not; or
 - c) Doors, windows or other openings.
- (d) "Property damage" for which the insured is obligated to pay as damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the insured would have in the absence of this contract or agreement.
- b. Limits of Insurance**
SECTION III - LIMITS OF INSURANCE is amended. Paragraph **6.** is deleted and replaced by the following paragraph.
- 6.** The most we will pay under Coverage **A** for damages because of "property damage" to premises rented to you or temporarily occupied by you with permission of the owner arising out of or caused by fire, lightning, explosion, smoke and water damage is the amount shown in the Declarations under Damage to Premises Rented to You.
- c. SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 4. Other Insurance,** Paragraph **b.** is amended. The word fire is amended to include fire, lightning, explosion, smoke or water damage.
- 7. BLANKET ADDITIONAL INSURED - LESSOR OF LEASED EQUIPMENT**
- a. (1) SECTION II - WHO IS AN INSURED** is amended to include as an additional insured any person or organization with whom you have agreed:
- (a) In a written contract or agreement, executed prior to loss, to name as an additional insured; or

- (b) In an oral contract or agreement, executed prior to loss, to name as an additional insured only if a Certificate of Insurance was issued prior to loss indicating that the person or organization was an additional insured.
- (2) This provision applies only with respect to liability for:
- (a) "Bodily injury";
- (b) "Property damage"; or
- (c) "Personal and advertising injury" caused in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.
- b. With respect to the insurance afforded to an additional insured, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.
- c. **SECTION III - LIMITS OF INSURANCE** is amended. The following provision is added for purposes of this endorsement only. The Limits of Insurance for the additional insured are those specified in the written contract or agreement between the insured and the lessor, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the Limits of Insurance shown in the Declarations.
- 8. BLANKET ADDITIONAL INSURED - MANAGERS OR LESSORS OF PREMISES**
- a. **SECTION II - WHO IS AN INSURED** is amended. The following provision is added. Any person or organization with whom you have agreed to name as an additional insured:
- (1) In a written contract or agreement, executed prior to loss; or
- (2) In an oral contract or agreement, executed prior to loss, only if a Certificate of Insurance was issued prior to loss indicating that the person or organization was an additional insured
- but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you.
- b. The provision is subject to the following additional exclusions.
- (1) Any "occurrence" which takes place after you cease to be a tenant in that premises.
- (2) Structural alterations, new construction or demolition operations performed by or on behalf of the additional insured.
- c. **SECTION III - LIMITS OF INSURANCE** is amended. The following provision is added for purposes of this endorsement only.

The Limits of Insurance for the additional insured are those specified in the written contract or agreement between the insured and the manager or lessor of the premises, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the Limits of Insurance shown in the Declarations.

9. NEWLY FORMED OR ACQUIRED ORGANIZATIONS

SECTION II - WHO IS AN INSURED is amended. Paragraph 3. is deleted and replaced by the following paragraph.

3. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:
- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.
- b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and
- c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

10. BLANKET WAIVER OF SUBROGATION

SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS is amended. The following provision is added to **8. Transfer Of Rights Of Recovery Against Others To Us**.

When you have agreed to waive your right of subrogation in a written contract, executed prior to loss, with any person or organization, we waive any right of recovery we may have against such person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard".

All other policy terms and conditions apply.

1 O.C.G.A. § 13-10-91, as amended

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows: **(a)** the Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program; **(b)** the Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof; **(c)** the Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof; **(d)** the Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract; **(e)** the Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c); **(f)** the Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10- 91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and **(g)** Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

390540 Federal Work Authorization User Identification Number 02/06/2012 Date of Authorization (mm/dd/yyyy)

DAF CONCRETE INC Name of Contractor (Legal Name of Offeror) Asphalt Patching Services Name of Project/Solicitation Number

City OF Forest Park Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

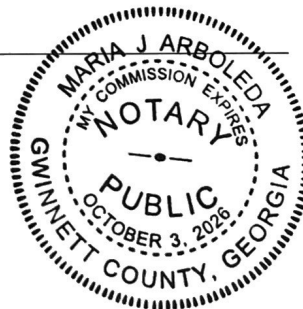
Executed on May, 11, 2026 in Jonesboro (City), GA (State).

Antonio Sanchez
Signature of Authorized Officer or Agent

Antonio Sanchez - President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 11 DAY OF MAY, 2026.

Maria J Arboleda
NOTARY PUBLIC



My Commission Expires: October 3, 2026

***The signature dates for both the authorized representative and notary public must be the same.**

Subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services under a contract with **(name of contractor)** on behalf of **(name of public employer)** has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five business days of receipt, a copy of the notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

N/A

Federal Work Authorization User Identification Number Date of Authorization (*mm/dd/yyyy*)

Name of Subcontractor (*Legal Name*) Name of Project/Solicitation Number

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ____, 20__ in _____(City), _____(State).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 20__.

NOTARY PUBLIC

My Commission Expires: _____

****The signature dates for both the authorized representative and notary public must be the same.***

Contractor's Statement of Legal Status and Financial Capability

For official and confidential use by the City of Forest Park, Georgia

Purpose/Instructions: The following information will be used by the City of Forest Park, Georgia in determining whether or not the identified **Contractor** has, in the opinion of the City of Forest Park, Georgia, the financial capability to successfully fulfill its obligations to the City.

If space on this form is inadequate for any requested information, please furnish on attached pages with a reference to the appropriate question number on this form.

1. Submission Information:

- a. This Statement is being submitted as required by a FOREST PARK Solicitation:
FOREST PARK Solicitation #: _____
Project Name: Asphalt Patching Services
- b. This information is current as of (date): 05/11/2026

2. Contractor Information

- a. Official Company/Entity Name: DAF CONCRETE INC (hereinafter "Contractor")
- b. Mailing Address: 9160 Turner Rd
City/State/Zip: Jonesboro, GA 30236
- c. If at this address less than 1-year, prior address: N/A
City/State/Zip: _____
- d. Primary contact regarding this information: (470) 883-7993
- e. Telephone Number: (404) 433-8824
- f. Email Address: daf concrete inc@yahoo.com

3. Development Entity. The Development entity named above is:

- A sole proprietorship – Soc. Sec. # _____
- A corporation – FID # 30-0217601
- A nonprofit or charitable institution or corporation – FID # _____
- A partnership _____ – FID # _____
- A business association or a joint venture – FID # _____
- A limited liability company – FID # _____
- A Federal, State, or local government or instrumentality thereof
- Other / explain: _____

4. Date and State of Organization. If the Contractor is not an individual or a government agency or instrumentality:

- a. Date of organization: 12-23-2003
- b. State of organization: GA

5. **Contractor Principals.** Names of owners, officers, directors, trustees, and principal representatives of the development entity

Name, Title, Address, ZIP Code	Description of interest/relationship	% of Ownership Interest
Antonio Sanchez	Owner	100%

6. **Contractor Affiliations.** Is the Contractor a subsidiary or parent of or affiliated with, any other corporation or corporations or any other firm or firms?

Yes No

If Yes, provide the following information:

Corporation/Firm	Relationship to Contractor	Common Officers/Directors/Owners/ Trustees/Representatives
Name Address		
Name Address		

If the Contractor is different than the parent corporation or firm, will the parent corporation or firm guarantee performance under this proposal?

Yes No

7. **Bankruptcy.** Has the Contractor or the parent corporation (if any), or any subsidiary or affiliated corporation of the Contractor or said parent corporation, or any of the Contractor's officers or principal members, shareholders or investors filed for bankruptcy, either voluntary or involuntary, within the past 10 years?

Yes No

If Yes, provide the following information:

Name	Court	Date	Status

8. **Loan Defaults.** Has the Contractor or the parent corporation (if any), or any subsidiary or affiliated corporation of the Contractor or said parent corporation, or any of the Contractor's officers or principal members, shareholders or investors defaulted on a loan or other financial obligation? (*attach additional sheets if needed*)

Yes No

If Yes, explain: _____

9. **Criminal Litigation.** Is the Contractor or the parent corporation (if any), or any subsidiary or affiliated corporation of the Contractor or said parent corporation, or any of the Contractor's officers or principal members, shareholders or investors party to any past or pending criminal litigation?

Yes No

If Yes, provide the following information, and attach any additional information or explanation deemed necessary:

Date Filed	Court	Charge/Current Status

10. **Civil Litigation.** Is the Contractor or the parent corporation (if any), or any subsidiary or affiliated corporation of the Contractor or said parent corporation, or any of the Contractor's officers or principal members, shareholders or investors party to any pending civil litigation that could potentially impact the financial capability of the Contractor to complete the proposed development?

Yes No

If Yes, provide the following information, and attach any additional information or explanation deemed necessary:

Date Filed	Court	Current Status

11. **Conflict of Interest.** Does any member or employee of the City of Forest Park, Georgia have any direct or indirect personal interest in the Contractor or in the redevelopment or rehabilitation of the property being proposed by the Contractor?

Yes No

If Yes, explain:

12. **Source of Financing.** Provide an itemization of planned or likely sources of funds to be used to cover Contractor's obligations under the project.

- a. Provide a copy of a letter of interest from potential lenders, or
- b. Provide any other evidence of Contractor's ability to obtain debt financing.
- c. Provide name and address of financial institution reference(s).

DAF Concrete, Inc. maintains an established banking relationship with Bank of America and will provide financial statements, bank references, and supporting documentation demonstrating the

company's financial capability to perform the work required under this contract.

13. Financial Condition. Provide an audited financial statement for each of the previous two years presented in accordance with generally accepted accounting principles and accompanied by an unqualified opinion of certified public accountants. If the date of this audited financial statement precedes the date of this submission by more than six months, also attach an interim balance sheet not more than 60 days old.

DAF Concrete, Inc. will provide audited financial statements for the previous two years along with interim financial information if required

14. Previous Forest Park Projects. Has the Contractor or its parent entity (if any), or any subsidiary or affiliated entity of the Contractor or said parent corporation, or any of the Contractor's officers or principal members, shareholders or investors had any previous contractual relationship with the City of Forest Park?

Yes No

Project Name	Description	Date

15. Additional Information. Attach any additional evidence deemed helpful to demonstrate the Contractor's financial capacity and capability to complete the project.



CITY OF
FORESTPARK
a city for every season

CERTIFICATION

I *, Antonio Sanchez certify under penalty of perjury under the laws of the State of Georgia that I am authorized to submit this information on behalf of the Contractor and that the statements made in this Proposal are true and correct. I further authorize the City of Forest Park, Georgia, or any employee or agent acting on behalf of the City of Forest Park, Georgia, to undertake any investigation deemed appropriate to verify the information contained herein.

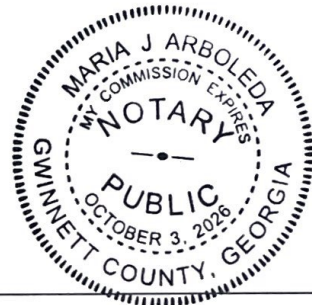
Signature of Authorized Officer or Agent

Antonio Sanchez

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 11 DAY OF MAY, 2026.

Maria J Arboleda
NOTARY PUBLIC



My Commission Expires: October 3, 2026

* If the Contractor is an individual, this statement should be signed by such individual; if a partnership, by one of the partners; if a corporation or other entity, by one of its chief officers having knowledge of the facts required by this statement.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER MATTERS

The Proposer, DAF CONCRETE INC, certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the proposer is unable to certify to any of the statements in this certification, such proposer shall attach an explanation to this Proposal.

The proposer certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification.

Antonio Sanchez
Signature of Authorized Agent

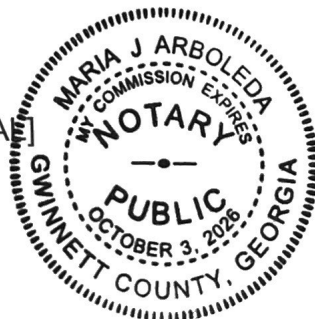
Antonio Sanchez - President
Name/Title of Authorized Agent

Before me, a Notary Public, personally appeared the above named and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this 11 day of May, 2026

Maria J Arboleda
Notary Public Signature

My Commission Expires: October 3, 2026 [SEA]



NON-COLLUSION AFFIDAVIT

The undersigned proponent or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding. He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING RESPONSE ARE TRUE AND CORRECT.

Dated this 11 day of May, 2026

DAF CONCRETE INC

(Name of Organization)

Antonio Sanchez President
(Print Name) (Title)

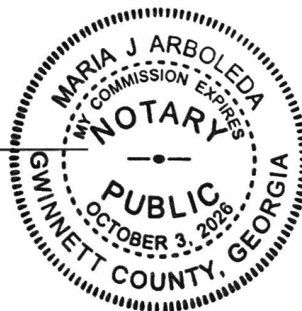
Antonio Sanchez
(Signature)

Before me, a Notary Public, personally appeared the above named and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this 11 day of May, 2026.

Maria J Arboleda
Notary Public Signature

My Commission Expires: October 3, 2026



Contact Directory

NAME	POSITION/TITLE (JV Relationship, if applicable) *	MAILING ADDRESS	PHONE NUMBER	EMAIL ADDRESS
ANTONIO SANCHEZ	PRESIDENT	9160 TURNER RD JONESBORO GA 30236	Office (770) 629-4036 Cell (404) 433-8824	Daf_concete_inc@yahoo.com
24-HR EMERGENCY CONTACT				
ANTONIO SANCHEZ	PRESIDENT	9160 TURNER RD JONESBORO GA 30236	Office (770) 629-4036 Cell (404) 433-8824	Daf_concete_inc@yahoo.com

Proponent Name: Antonio Sanchez - President

The purpose of the Offeror Contact Directory is to provide the City with a centralized, easily identified source of important contacts and other information regarding each of the business entities constituting an Offeror. This Offeror Contact Directory must include the names, positions/titles, firms, mailing addresses, phone and fax numbers and e-mail addresses for at least one (1) primary contact, and names, positions, titles of at least one (1) secondary contact, where applicable, authorized to represent the firm for purposes of this solicitation.

**Joint Ventures established less than three (3) years must include at least one (1) primary contact for each member.*



DAF Concrete
Reliability is our promise!
 9160 Turner Rd Jonesboro, GA, 30236
 P: 770.629-4036 Cell: 404.433.8824

OBJECTIVE

As a well-established company in Metro-Atlanta, DAF Concrete Inc. has made a name for itself through its high-quality work and professionalism. With over 22 years of experience, we have expanded our services from residential foundation work to include storm drain repairs, asphalt laying, and much more. Our team of skilled workers consists of different crews who are dedicated to providing the best results for our clients.

At DAF Concrete Inc., we offer a range of skills and abilities to meet your needs. Whether it's concrete estimation, finishing, or repairs, we have the experience and expertise to get the job done right. We are also skilled in brick pavers, stone and brick masonry, and concrete retaining walls. And if you need help with storm drains, catch basin tops, sidewalks, curbing, driveways, or concrete covers, we've got you covered.

Our objective is to provide our clients with the best possible service and workmanship. We take pride in our ability to deliver results that meet and exceed expectations. We are committed to working with you to ensure that your project is completed on time and within budget.

We believe that our skills and abilities make us the ideal choice for your next project. We are confident that we can provide you with the high-quality work and professionalism that you deserve. So if you're looking for a reliable, experienced, and skilled team to help you with your next project, look no further than DAF Concrete Inc.

SKILLS & ABILITIES - Concrete Estimator -Concrete Finishing - Asphalt repairs - Repair, Remove and install of Storm drains, Catch Basin Tops, Sidewalks, Curbing, Driveways, etc. - Brick Pavers - Stone and Brick Masonry - Concrete Retaining Wall - Concrete Covers

Contacts

Antonio Sanchez – President (404) 433-8824
 Osvaldo Sanchez – Project Manager (404) 395-8464
 Maria Arboleda – Secretary (470) 883-7997

Office Physical Address

9160 Turner Road
 Jonesboro, GA, 30236

Mailing/Remittance Address

212 Hicks Drive
 Marietta, GA, 30060

Office #: (770) 629-4036
 Fax #: (678) 545-6218
 Email: daf_concrete_inc@yahoo.com
 EIN # 30-0217601



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

EXPERIENCE

YR 2025

- ❖ Old Dawsonville Rd, **Cherokee County**, Brandon J. Duncan (470) 380-2485
- ❖ Sidewalk Improvement on Enon Rd, **City Of South Fulton**, Jeffreery Brown (770) 490-2800
- ❖ Old Ivy Stormwater Replacement, **Fayette County**, Richard Brooks (678) 628-9161

YR 2024

- ❖ Standby Construction Services, **City Of South Fulton**, Laimant Philpot – (470) 905-7217
- ❖ Keeler Woods Sidewalk, **City Of Marietta**, Richard Stokes – (770) 794-6615
- ❖ Ben Hill Sidewalk Improvements, **City Of East Point**, Chardonnay Fenton - (470) 532-0496

YR 2023

- ❖ Juliette Road Sidewalk Improvements, **City of Tucker**, Marvin Hines – (470) 585-3472
- ❖ Brooks Road Sidewalk Improvements, **Gwinnett County (BL076-20)**, Rich Schoeck – (678) 315-3554
- ❖ McAfee Road Sidewalk Improvements, **Dekalb County (SPLOST)**, Mike Malcolm – (770).263.5945
- ❖ Brannon Road Sidewalk Improvements, **Forsyth County**, Jordan Wallace – (470) 393-8566
- ❖ Pineview Trail Drainage Improvements, **City of Powder Springs**, Dwayne Eberhart – (770)-943-1666
- ❖ North Ola Sidewalk Improvements, **Henry County (SPLOST)**, Bert Bivins – (404) -655-1178
- ❖ Marta Bus Pads Connectivity, **City of Tucker**, Marvin Hines – (470) 585-3472
- ❖ 2023 Stormwater Drainage Improvements, **City of Woodstock**, John Roach - (770) 652-7608
- ❖ Cobblestone Subdivision Sidewalks Gaps, **City of Hampton**, Skip Layton – (770) 560-6992
- ❖ Winter Chapel Sidewalk Improvements, **City of Doraville**, Chris LaFluer – (470) 223-4222
- ❖ Main St & Parkway Drainage Improvements, **City of Lithonia**, Hari Karikaran – (470) 885-9663

YR 2022

- ❖ Sidewalk & Roadways, **Annual Contract w/ Dekalb County**,
- ❖ On Call Concrete & Retainer Walls. **Annual Contract w/ Dekalb County**, Jeff Reid – (404) 974-3046
- ❖ Traffic Calming Maintenance, **Annual Contract w/ Dekalb County**, Garrett Bell – (404)297-4583
- ❖ Cooledge Road Sidewalk Improvements, **City of Tucker**, Jack Smith – (404) 990-2486
- ❖ Hugh Howell Multi-Use Trail Improvements, **City of Tucker**, Jack Smith – (404) 990-2486
- ❖ Brockett Road & Montreal Sidewalk Improvements, **City of Tucker**, Jack Smith – (404) 990-2486
- ❖ Monarch Village Sidewalk Repairs, **Annual Contract w/ City of Stockbridge**, Glenn Athearn - (678) 314-2174
- ❖ Henry County Districts Concrete Repairs, **Henry County**, Steven Cariola – (770) 288-7623
- ❖ Tucker Raddi Improvements, **City of Tucker**, Sam Durrance – (678) 215-7030
- ❖ Washington Road Sidewalk Improvements (Phase II), **City of East Point**, Cadell Hall – (404) 291-7245
- ❖ Hollow Stream Drainage Improvements, **City of Powder Springs**, Dwayne Eberhart – (770) 293-0124



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

- ❖ Infrastructure Repairs Citywide, **City of Powder Springs**, Dwayne Eberhart – (770) 293-0124
- ❖ Molly Lane Sidewalk Improvements, **City of Woodstock**, Chris Knock – (770) 592-6000 x1706
- ❖ Tilly Mill Drainage Improvements, **City of Doraville**, Hari Karikaran – (470) 885-9663
- ❖ LMIG 2021 Sidewalks, **City of Peachtree Corners**, James Nguyen – (470) 395-7029
- ❖ ADA Ramps Improvements, **City of Brookhaven**, Gerren Francis – (404) 353-7389
- ❖ Caldwell Drive Sidewalk Improvements, **City of Hampton**, David Corn – (770) 946-3062
- ❖ Traffic Maintenance for Speed tables Countywide, **Dekalb County**, Garrett Bell – (404) 297-4583
- ❖ 2027-A Driveway & Curb Repair - **Fayette County**, David Schreiber – (770) 320-6083
- ❖ Asphalt Repairs Countywide, **Dekalb County School District**, Demetrice Mott – (678) 676-1749
- ❖ Church St & Tucker Industrial Blvd Sidewalk Improvements, **City of Tucker**, Sam Durrance – (678) 215-7030

YR 2021

- ❖ Cameron Springs Sidewalk Improvements, **City of Powder Springs**, Dwayne Eberhart – (770) 293-0124
- ❖ Streetscapes III – Sidewalk Phase, **City of Woodstock**, Jeremy Parker – (770) 592-6000 x1710
- ❖ Various Projects Repairing Sidewalks, **Henry County**, Steven Cariola – (770) 288-7623
- ❖ Cogburn Road Sidewalk Improvements, **City of Milton**, Matthew Fallstrom – (678)-242-2558
- ❖ Repairing Catch Basin & ADA Ramps throughout South Fulton, **City of South Fulton**, Alton Matthews – (404) 427-3594
- ❖ General Pipe Work on Annual Contract, **Clayton County Water Authority (Still affective)**, Marcus McLester - (678) 422-5221
- ❖ BL076-20 Restoration of Utility Repairs on Annual Contract (Dept. of Watershed Resources), **Gwinnett County (Still affective)**, Chris Neidlinger – (678) 376-6969
- ❖ BL079-19, Provision of Poured-In-Place Concrete & Associated Miscellaneous Site Work on an Annual Contract (Dept. of Fire and Emergency Services), **Gwinnett County (Still affective)**, Michael Williamson – (404) 391-1145
- ❖ BL032-17 Restoration of Poured-In-Place Concrete and Associated Miscellaneous Site Work on Annual Contract (Community Services), **Gwinnett County (Still affective)**, Dale Foster – (678) 277-0937
- ❖ Wynne Russell Sidewalk Improvements, **City of Lilburn**, Kim Conroy – (770) 722-1820
- ❖ Elmdale Drive Sidewalk Improvements, **City of Tucker**, Ken Hildebrandt – (770) 865-5645
- ❖ Ashford Dunwoody/ Montgomery Elementary Intersection, **City of Brookhaven**, Don Sherrill - 404) 637-0682
- ❖ 1940-A Driveway & Curb Repair - **Fayette County**, James Munster – (770) 320-6026
- ❖ Annual Contract for Miscellaneous Concrete Work, **Clayton County Water Authority (Still affective)** Marcus McLester– (678) 422-5221
- ❖ Annual Contract for Asphalt Repairs, Paving, Patching and Milling, **Dekalb County School District, (Still affective)** Fred Schoenfield – (678) 676-1408
- ❖ Annual Contract for Asphalt Patching and Paving, **Clayton County Water Authority (Still affective)** Scott Mask – (678) 699-0759

YR 2020

- ❖ #2020-700 Annual Contract for Sidewalk Construction Services, **City of Hampton**, David Corn, (770) 946-3062



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

- ❖ Ashford Dunwoody/ Montgomery Elementary Intersection, **City of Brookhaven**, Don Sherrill - 404) 637-0682
- ❖ Annual Contract for Sidewalk Construction Services, **City of Hampton**, Alex Cohilas – (770) 897-2119
- ❖ Stucco Repair, **CWC Office Furnishings**, Jeffrey Jones – (404) 895-5697
- ❖ Washington Road Sidewalk Improvements, **City of East Point**, Cadell Hall – (404) 291-7245
- ❖ BL076-20; Restoration Utility Repairs on an Annual Contract, **Gwinnett County**, Christopher Neidlinger – (678) 376-6969
- ❖ Annual Contract 2019 Standby Miscellaneous Construction – Paving & Concrete Services, **Fulton County**, Pamela Keel – (678) 778-7040
- ❖ 1863-A Driveway & Curb Repair, **Fayette County**, James Munster – (770) 320-6026
- ❖ S. Clayton St. Addition Improvements, **City of Lawrenceville**, Johannes Louw – (770) 277-7533
- ❖ Avondale Stadium Parking Lot, **Dekalb County School District**, Fred Scheonfeld – (678) 676-1408
- ❖ Ashford Dunwoody/ Johnson Ferry Rd Intersection, **City of Brookhaven**, Don Sherrill - 404) 637-0682
- ❖ Cedar Grove Middle Patching Pothole, **Dekalb County School District**, Fred Scheonfeld – (678) 676-1408
- ❖ 1798-A Driveway & Curb Repair, **Fayette County**, James Munster – (770) 320-6026
- ❖ Annual Contract for Miscellaneous Concrete Work, **Clayton County Water Authority (Still affective)** Marcus Mclester– (404) 593-3614
- ❖ Annual Contract for Asphalt Repairs, Paving, Patching and Milling, **Dekalb County School District**, Fred Schoenfield – (678) 676-1408
- ❖ Annual Contract for Asphalt Patching and Paving, **Clayton County Water Authority (Still affective)** Scott Mask – (678) 699-0759
- ❖ FY2020 Sidewalk Repairs, **City of Alpharetta**, Joshua Chance – (678) 297-6234
- ❖ Canton Street Pedestrian Improvements, **City of Alpharetta**, Andrew Echols – (678) 297-6238
- ❖ W Pike St Sidewalk Addition, **City of Lawrenceville**, Johannes Louw – (770) 277-7533
- ❖ Idlewood Road Sidewalk Improvements, **City of Tucker**, Ken Hildebrandt – (770) 865-5645
- ❖ Nuckolls Road Sidewalk Improvements, **Forsyth County**, Charlie Crowe - (770) 781-2165
- ❖ W Taylor Avenue Sidewalk Improvements, **City of East Point**, Cadell Hall – (404) 291-7245
- ❖ CDBG Governors Drive Sidewalk, **City of Forest Park**, Jeff Eady – (404) 608-2310

YR 2019

- ❖ Street Repairs/ Richard D. Sailors, **City of Powder Springs**, Dwayne Eberhart – (404) 273-4509
- ❖ Echols Rd Sidewalk Improvements, **Forsyth County**, Charlie Crowe - (770) 781-2165
- ❖ Street Repairs/ Hopkins Road, **City of Powder Springs**, Dwayne Eberhart – (404) 273-4509
- ❖ Fire station #20 Driveway Replacement, **Gwinnett County**, Michael R. Williamson – (404) 391-1145
- ❖ 1666-A Driveway & Curb Repair, **Fayette County**, James Munster – (770) 320-6026
- ❖ Headland Drive and Delowe Drive Sidewalks Phase III, **City of East Point**, Vincent Reynolds – (404) 270-7114
- ❖ Curb & Gutter Repair, **Henry County**, Marvin Wiley – (770) 288-7262
- ❖ Driveway and Curb Repair, **Fayette County**, James Munster – (770) 320-6082
- ❖ Nichols Rd & Nichols Dr Sidewalk Improvements, **Forsyth County**, Charlie Crowe – (770) 781-2165
- ❖ E. Drew Valley Sidewalks Project, **City of Brookhaven**, Don Sherrill - 404) 637-0682



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

- ❖ Cheshire Way Sidewalks Project, **City of Brookhaven**, Don Sherrill – (404) 637-0682
- ❖ Woodrow Way Sidewalks Project, **City of Brookhaven**, Don Sherrill – (404) 637-0682

YR 2018

- ❖ Evans Drive Sidewalks Project, **City of Riverdale**, Lisa Kopro – (404) 491-5044
- ❖ Mill Creek Road Sidewalks Project, **City of Brookhaven**, Don Sherrill – (404) 637-0682
- ❖ Cartecay Drive Sidewalks Project, **City of Brookhaven**, Greg Smith – (404) 735-7838
- ❖ Lanier Drive Sidewalks Project, **City of Brookhaven**, Don Sherrill – (404) 637-0682
- ❖ Tyron Rd Sidewalks Project, **City of Brookhaven**, Don Sherrill – (404) 637-0682
- ❖ Installing Speed Tables, **City of Milton**, Matthew Fallstrom – (678)-242-2558
- ❖ Headland Drive and Delowe Drive Sidewalks, **City of East Point**, Vincent Reynolds – (404) 270-7114

YR 2017

- ❖ Asphalt/ Concrete Pavement Maintenance and Repairs Services, Fulton County, Mark Moore – (404) 285-1307
- ❖ CDBG – West Street Roadways and Sidewalks, **City of Forest Park**, Jeff Eady – (404) 608-2310
- ❖ Moon Road Sidewalks, **City of Lawrenceville**, Johannes Louw – (678) 618-2839
- ❖ East Crogan Street Sidewalks, **City of Lawrenceville**, Johannes Louw – (678) 618-2839
- ❖ Annual Contract for Miscellaneous Concrete Work, **Clayton County Water Authority (Still affective)** Scott Mask – (678) 699-0759
- ❖ Annual Contract for Asphalt Patching and Paving, **Clayton County Water Authority (Still affective)** Marcus Mclester– (404) 593-3614
- ❖ Annual Contract for BL065-15 (Concrete & Asphalt), **Gwinnett County, GA (Still affective)**, Christopher Neidlinger – (678) 376-6969
- ❖ Annual Contract for BL032-17 (Poured-in-Place Concrete & Associated Miscellaneous Site Work) **Gwinnett County, GA (Still affective)**

YR 2016

- ❖ Panhandle Road Sidewalk Construction from McDonough Rd to Tara Rd for **Clayton County, GA** Project Manager: Jatta Battery – (404) 655-2582

YR 2015

- ❖ Austell Powder Springs Road, **City of Powder Springs**
- ❖ Old Monticello Street Stream and Shoulder Improvements, **City of Covington, GA** Project Manager: Ken Swain - (770) 778-5830
- ❖ Restoration of Utility Repairs on an Annual Contract (Still affective) Project Manager: Chris Neidlinger – (678) 725-9805

YR 2014



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

- ❖ North Fulton Ave. CDBG Sidewalk, **City of Hapeville** Project Manager: Keck & Wood Inc. (678) -417-4000
- ❖ Lake Ridge Pkwy Sidewalk Installation, **Board of Commissioners of Clayton County Central Services Department, GA**
- ❖ Cemetery Street Sidewalk, **City of Austell** Project Manager: Keck & Wood Inc. (678) -417-4000 ☐ CDBG Sidewalk Improvements Glenn Dr. Sharon Street and School Place, **Forest Park Department of Public Work** Project Manager: Jeff Eady (678) 300-4314
- ❖ Annual Contract for Miscellaneous Concrete Work, **Clayton County Water Authority** (Still affective)

List of Subcontractor

DAF will be conducting all work In-House.

List of Proposed Suppliers

<u>Supplier</u>	<u>Materials</u>
USA Ready Mix	Concrete
Wayne Davis Concrete	Concrete
Blount Construction	Asphalt
E.R. Snell Contractor, Inc	Asphalt
Landscape Depot	Landscaping Supplies & Erosion Control
Supersod	Sod
Foley Products	Pipe
Contech	Structures
Envirogreen	Water Inspections

Previous Defaults

DAF has no history of defaulting on a Contract



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

BID PROPOSAL PACKAGE CONTRACTOR QUALIFICATIONS & BID SUBMITTAL

Contractor Qualification Statement

Legal Name of Bidder

DAF Concrete Inc.

Permanent Main Office Address, Email Address, and Phone Numbers

Physical Address

9160 Turner Road
Jonesboro, GA 30236

Mailing / Remittance Address

212 Hicks Drive
Marietta, GA 30060

Office Phone: (770) 629-4036

Fax: (678) 545-6218

Email: daf_concrete_inc@yahoo.com

Company History

DAF Concrete Inc. has been operating under its present name for **over 22 years** in the construction industry.

The company was organized in the **State of Georgia** and has developed extensive experience in municipal infrastructure, concrete construction, drainage improvements, and roadway improvements throughout the Metro Atlanta area.

Over the years, DAF Concrete Inc. has successfully completed numerous projects for municipalities, counties, school districts, and public agencies.

The company has grown from residential foundation work into a full-service contractor specializing in:

Sidewalk construction - Stormwater drainage systems - Concrete infrastructure repairs - Asphalt paving and repairs - Retaining wall construction - Curb and gutter installation



DAF Concrete
Reliability is our promise!
9160 Turner Rd Jonesboro, GA, 30236
P: 770.629-4036 Cell: 404.433.8824

List of Employees

Name	Job Title	Responsibilities	Experience
Antonio Sanchez	President	Company oversight, contract administration	22+ years
Oswaldo Sanchez	Project Manager	Project coordination, scheduling, field supervision	10+ years
Maria Arboleda	Secretary	Administrative support, documentation, communications	3+ years

Project Warranty

DAF Concrete Inc. provides a one (1) year warranty on workmanship and materials unless otherwise specified in the contract documents.

Professional Liability Insurance

Yes. DAF Concrete Inc. maintains professional liability and general liability insurance coverage.

Insurance Coverage Duration

Insurance coverage remains active throughout the project duration and extends beyond project completion and warranty period in accordance with policy requirements.

Contracts on Hand

DAF Concrete Inc. currently maintains several active construction projects within the Metro Atlanta area. Due to the changing nature of project schedules and contract values, a detailed list of contracts currently in progress can be provided upon request.

DAF Concrete Inc. confirms that all ongoing contracts are being performed in accordance with their respective schedules and contractual requirements. Our company maintains sufficient staffing, equipment, and resources to successfully complete current obligations while undertaking additional projects.



DAF Concrete

Reliability is our promise!

9160 Turner Rd Jonesboro, GA, 30236

P: 770.629-4036 Cell: 404.433.8824

General Character of Work Performed

DAF Concrete Inc. specializes in public infrastructure and site construction including:

- Concrete estimation
- Concrete finishing
- Asphalt repairs
- Storm drain installation and repair
 - Catch basin tops
 - Sidewalk construction
- Curb and gutter installation
 - Driveway construction
- Stone and brick masonry
- Concrete retaining walls

Failure to Complete Work

DAF Concrete Inc. has never failed to complete work awarded to the company.

Contract Defaults

DAF Concrete Inc. has no history of defaulting on any contract.

Failure to Complete Within Contract Time

DAF Concrete Inc. has consistently completed projects within the required contract timeframes. Any schedule adjustments have been coordinated with the owner when necessary.

Recently Completed Major Contracts



DAF Concrete
Reliability is our promise!
9160 Turner Rd Jonesboro, GA, 30236
P: 770.629-4036 Cell: 404.433.8824

Project	Client	Year
Sidewalk Improvements on Enon Rd	City of South Fulton	2025
Ben Hill Sidewalk Improvements	City of East Point	2025
Old Dawsonville Road Improvements	Cherokee County	2025

Additional project history from **2014–2024** is available upon request.

Major Equipment Available

DAF Concrete Inc. maintains equipment necessary to complete municipal construction projects including:

- Excavators
- Skid steers
- Backhoes
- Dump trucks
- Plate compactors
- Concrete saws
- Asphalt cutting equipment
- Surveying and layout equipment

Subcontractors

DAF Concrete Inc. typically performs the majority of work in-house with its own crews and equipment.

Subcontractors may be used only if required for specialized work.



CLAYTON COUNTY
COMMUNITY DEVELOPMENT

Permits and License Division

This registration must be displayed in a conspicuous place in your business establishment.

This registration is not transferable

Valid for Calendar Year 2026

Business Name: D A F CONCRETE, INC.

Business Location: 9160 TURNER RD
JONESBORO GEORGIA 30236

Mailing Address: 9160 TURNER RD
JONESBORO GA 30236

Owner: D A F CONCRETE, INC.

License Number: BL-15-41711-2018-155021

License Type: Business License

Issue Date: 12/26/2025

Classification: In Jurisdiction

Expiration Date: 12/31/2026

Business Type: 238110 -Poured Concrete Foundation and Structure Contractors

Restrictions and Comments:

Other Licenses:

County/State/Federal	Document No.	Holder Name	Expiration Date

This registration may be suspended or revoked if Federal, State or County Codes, Ordinances, or requirements are violated. Report any of the following changes to the Business License Division immediately: Ownership, Name, Location, Business Type, or additional lines of Business.

If this business closes before the end of the expiration date, please send us a signed written notification of the business closure and the last day of operation to the Business License Division address. It will properly inactivate your business license account and protect you from incurring late fees and penalties.



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

February 27, 2026

**CERTIFICATE OF QUALIFICATION
Vendor ID: 2DA055**

DAF Concrete, Inc
212 Hicks Drive
Marietta, GA 30060

In accordance with The Rules and Regulations Governing the Prequalification of Prospective Bidders, you are hereby notified that the Georgia Department of Transportation has assigned the following Rating. This Certificate is effective on the date of issue stated above and cancels and supersedes all Certificate(s) previously issued:

MAXIMUM CAPACITY RATING: \$46,000,000.00

CERTIFICATE EXPIRES: November 30, 2027

PRIMARY WORK CLASS/CODE: 441

SECONDARY WORK CLASS(ES)/CODE(S): 432, 452, 500A, 550 and 668

The total amount of incomplete work, regardless of its location and with whom it is contracted, whether in progress or awarded but not yet begun, shall not exceed the Maximum Capacity Rating. If dissatisfied with the Rating, we direct you to the Appeals Procedures in §672-5-.08 (1) & (2) and §672-1-.05, Rules of the State Department of Transportation.

A Prequalified Contractor may request an extension of its current prequalification **prior** to the expiration date of the prequalification by providing the Department with the following information: the amount of time requested for the extension (either 30, 60 or 90 days), the reason for the extension request and the original expiration date of the prequalification. The Department in its discretion will determine whether the extension should be granted and will notify the Contractor of its determination.

Allowing approved prequalification to lapse will leave the Contractors without the ability to bid work until such time as the standing returns to an approved status. If you desire to apply at some intermediate period before the expiration date, your Rating will be reviewed based on the new application.

This Prequalification Certificate is issued for contractors to be eligible for work with the Georgia Department of Transportation (GDOT) only. GDOT does not certify contractors as eligible to do business with entities other than GDOT. *Work class codes are for reference only and do not represent a certification to be provided in support of contractor ability or NAICS code determinations. NAICS Codes are assigned by the office of Equal Employment Opportunity.*

Sincerely,

Patrick Allen, P.E.
Chairman, Prequalification Committee/Contractors

PA:TKA



Central Services

Carol J. Rogers
Chief Procurement Officer

Administration, Contracts,
Contract Compliance,
Purchasing and Risk
Management

Warehouse

7994 N. McDonough Street, Jonesboro, GA 30236
Main #: 770-477-3587 / Fax #: 770-477-3335

1330 Government Circle, Jonesboro, GA 30236
Main #: 770-477-3561 / Fax #: 770-477-3616

October 31, 2025

Antonio Sanchez
DAF Concrete, Inc.
9160 Turner Rd
Jonesboro, GA 30060

Re: Self Certification
Certification Number: NA
Expiration Date: October 31, 2027

Dear Antonio Sanchez :

Congratulations! You have successfully completed an application for self-certification with Clayton County. **Your firm has been self-certified.**

We are pleased to self-certify your firm beginning with the date of this letter. Prior to ninety (90) days of expiration, we ask that you submit an application for recertification, preventing a separation between certifications.

Certification does not guarantee any present or future contracts with Clayton County. All registered vendors must take the necessary steps to become a part of the County procurement process and bid competitively for business. You may visit our website for bids and proposals at <https://www.bidnetdirect.com/georgia/claytoncounty>.

Again, we are pleased that you chose to become a vendor with us. We look forward to doing business with you.

Sincerely,

Tamisha McKenzie, MBA, CCA
Manager of Contract Compliance

State of Georgia UCP Directory

Processed on: Dec-16-2025 03:05 PM

Business Name	DAF CONCRETE INC.	Vendor Number	2DA055	Contact	Mr. ANTONIO SANCHEZ	Gender	Male	Ethnicity	Hispanic/Latino	Fax	(770)629-4036	Phone	(678)545-6218	Address 1	212 HICKS DRIVE	Address 2		City	MARIETTA	State	GA	Zip Code	30060	Email	daf_concrete_inc@yahoo.com	Certification Type	Disadvantaged Business Enterprise (DBE)	Certification Entity	GDOT	NAICS	23811; 23899
----------------------	-------------------	----------------------	--------	----------------	---------------------	---------------	------	------------------	-----------------	------------	---------------	--------------	---------------	------------------	-----------------	------------------	--	-------------	----------	--------------	----	-----------------	-------	--------------	--	---------------------------	---	-----------------------------	------	--------------	--------------

City of ForestPark Patching locations

Location Estimated Sq. Footage

Govenors Drive	680.00
489 North Ave	3541
489 North Ave	85
438 Barton Dr	205
513 North Ave	20
513 North Ave	33
308 North Ave	80
558 North Ave	96
556 Yancey Dr	30
556 Yancey Dr	70
1237 Watts	490
913 Cone Rd	331
683 Cynthia Lane	230
4745 City View	277
4814 Ridgewood Dr	264
4770 Rodgewood Dr	340
Watts and Ridgewood Drive	485
1178 South Parkwood	297
4273 Shady Lane	198
4251 Boling Dr	154

Totals

7906.00
