



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

SUMMARY MINUTES

Council Meetings will be live-streamed and available on [Forest Park's YouTube Channel](#)

- I. **CALL TO ORDER/WELCOME** – The meeting was called to order by Mayor Ellison at 6:00 P.M.
- II. **ROLL CALL - CITY CLERK** – All members were present except Councilmember Gutierrez.
- III. **ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS**
Motion to adopt the agenda as presented was made by Councilmember Akins-Wells; seconded by Councilmember James. The motion passed unanimously 4-0.
- 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

Motion to place this item on the Regular Session Consent Agenda was made by Councilmember James; seconded by Councilmember Gunn. The motion passed unanimously 4-0.

V. PRESENTATION

2. Presentation: HomeANCHOR - Clayton: Housing Resource Initiative (Leadership Clayton Class of 2026 – Group III). – Presented by: Interim Director, Irons-Kumassah Planning and Community Development introduced the members of Group III. 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.

Councilmember Gunn commended the group, noting it is a great program, and referenced Clayton County agencies who are currently providing services and resources, including the City of Forest Park program Elevate.

Ms. Irons-Kumassah noted the request of the city is to form a partnership to assist in providing information to residents prior to eviction.

Councilmember Gunn encouraged the group to provide data, noting the more tools, the better.

Councilmember James commended the group, noting it is great to hear the support and does not want to duplicate current services; noted as she works within the school system here in Clayton County, and more specifically Forest Park, she sees the homelessness, and is happy to share the information.

Councilmember Akins-Wells thanked the group for their presentation, noting it is far better to be proactive and not reactive to the needs of the community.

Councilmember Mears commended the presentation, noting the information was eye-opening.

3. Presentation: Fresh Hope: Lather & Load Initiative (Leadership Clayton Class of 2026 – Group II) – Presented by: Interim Director, Irons-Kumassah, Planning and Community Development introduced the members of Group II
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 “Fresh Hope Days” pilot 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.

Councilmember James congratulated the Clayton County Leadership class and noted she is looking forward to learning more about logistics; noted the city is currently reviewing the upcoming budget and thanked the group for the concept.

Councilmember Akins-Wells noted the concept is amazing and wishes there could be more than one location, noting addressing the needs of the homeless is a good investment.

Councilmember Mears noted earlier in his career he utilized similar facilities, noting lots of money will be required up front, noting it is a good idea.

Mayor Ellison expressed interest in obtaining the costs, and reviewing the city’s budget,

Councilmember Akins-Wells asked if the concept is being presented in each Clayton County city.

Ms. Irons-Kumassah confirmed, noted there have been conversations with non-profit entities who are willing to help manage and operate the facilities.

Councilmember Gunn noted the service would be vital to the community, noting her experience of being homeless with three children, and living in her car; truly recognizes the need; wants to see projections and the logistics, while being realistic; and also looking at the city's policies and ordinances; and commended the group for the presentation. Ms. Irons-Kumassah thanked the Mayor & Council for allowing the 2026 Clayton County Leadership Class the opportunity to present, noting the class convened in November 2025 and will graduate in October 2025, and appreciates the time and the feedback.

VI. OLD BUSINESS

4. **Council Discussion on Cemetery Maintenance: Consideration of Service Reallocation Options** – Alton Matthews, Public Works Director

Background/History: The Public Works Department is 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.

Mr. Matthews stated the department needs the Council to decide how to move forward by providing maintenance services at the cemeteries, noting they are private and not owned by the city; and noted the contract in place has no end date.

Councilmember Mears recommends the city get a comparison on the cost of the maintenance by city staff or by a contractor.

Councilmember Gunn recommends the city put the contract out for bid.

Councilmember James stated that she had the understanding that the cemeteries were abandoned, and the maintenance was taking place on a month-to-month basis.

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.** Presented by: Rochelle Dennis, Economic Development Director

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.**
Presented by: John Wiggins, Finance Director
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. John Wiggins, Finance Director**

Director Wiggins noted the Ordinance would be adopted following approval of the budget.

8. **Council Consideration to approve FY2025/2026 General Fund Budget Amendment #5 Presented by: John Wiggins, Finance Director**

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**.

Director Wiggins noted there are no changes to the bottom line, only reallocations for year-end budget clean up.

Councilmember James noted the request is regarding the current FY25/26 Budget, and not the proposed FY26/27 budget.

Director Wiggins confirmed.

9. **Council Discussion and Approval to enter into a contract with DAF Concrete, Inc. for Asphalt Patching Services: Public Works Department. Presented by: Alton Matthews, Public Works Director and Latisa Adams, Procurement Manager**
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

Councilmember Akins-Wells asked how the list of streets was determined, noting streets need to be addressed in each Ward.

Councilmember Mears stated there should be a preferred list.

Ms. Adams noted that would be determined post bid.

Mr. Matthews stated Public Works identified the most egregious locations, and referenced Governor's Drive, noting the streets were not determined by Ward, but by the level of need.

Councilmember Mears stated there are definitely streets that are in bad need of repair.

Councilmember Akins-Wells suggested there be a ride through Ward 4, noting she would ride the Ward as well and submit a list of streets that are in need of repair.

Mr. Matthews stated this is part one of the process, and the streets will be rated to determine the immediate need with 100 being the highest and 1 being the lowest, and would not be based on by Ward, but by the rating system by the subject-matter expert.

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

Motion to convene Executive Session for Personnel, Litigation, Real Estate or Cyber Security was made by Councilmember Akins-Wells; seconded by Councilmember James. The motion passed unanimously 4-0.

Motion to adjourn Executive Session and sign an Affidavit with no action was made by Councilmember Akins-Wells; seconded by Councilmember James. The motion passed unanimously 4-0.

X. ADJOURNMENT

With no further business, Mayor Ellison adjourned the meeting at 7:00 P.M.

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.

Respectfully submitted by:

Vanessa Holiday, City Clerk

Gwendolyn Ellison, Mayor