



CITY COUNCIL WORK SESSION

Monday, June 02, 2025 at 6:00 PM
Council Chambers and YouTube Livestream

Website: www.forestparkga.gov
YouTube: <https://bit.ly/3c28p0A>
Phone Number: (404) 366.4720

FOREST PARK CITY HALL
745 Forest Parkway
Forest Park, GA 30297

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James
The Honorable Hector Gutierrez

The Honorable Delores A. Gunn
The Honorable Latresa Akins-Wells
The Honorable Allan Mears

Ricky L. Clark Jr, City Manager
Randi Rainey, City Clerk
Danielle Matricardi, City Attorney

DRAFT AGENDA

VIRTUAL NOTICE

To watch the meeting via YouTube - <https://bit.ly/3c28p0A>

The Council Meetings will be live-streamed and available on the City's

YouTube page - "*City of Forest Park, GA*"

CALL TO ORDER/WELCOME:

ROLL CALL:

ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS:

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CONSENT AGENDA:

1. **Council Discussion on the 1st Annual Renewal for Youth Sports Uniforms (Annual Contract) with Krown Sports** – Procurement/Recreation and Leisure Services Department

Background/History:

The Recreation and Leisure Services Department is looking to execute its 1st annual renewal option for youth sports uniforms with Krown Sports under the same prices, terms, and conditions. This vendor will continue to provide uniforms for all youth sports (football, baseball, softball, soccer, and any other sports events planned by the Recreation and Leisure Services Department.

ANNUAL AMOUNT \$30,000 – General Operation Fund

2. **Council Discussion on the 1st Annual Renewal for Sound Equipment Services with Digital World Live** – Procurement/Recreation and Leisure Services Department

Background/History:

The Recreation and Leisure Services Department is looking to execute its 1st annual renewal option for the sound equipment services contract with Digital World Live under the same prices, terms, and conditions. This vendor will continue to provide sound equipment and technician services for 15 city events. These events include (4 Fun Fridays, Forest Park Day, Hispanic Heritage Celebration, 3 Ultimate Tailgate Experiences, Fall Festival, Summer Soul Fest, and any other festival planned by the Recreation and Leisure Services Department).

ANNUAL TOTAL: \$77,850.00 – General Operation Fund

3. **Council Discussion on the 1st Annual Renewal for City-Wide Pest Control Services with Omega Pest Control** – Procurement/Public Works Department

Background/History:

The Department of Public Works is requesting approval to execute its first annual renewal option for city-wide pest control services with Omega Pest Control under the same prices, terms, and conditions. This vendor will continue to provide on-site pest control and rodent removal services as needed, servicing 18 buildings throughout the city.

ANNUAL TOTAL: \$6,360. Each department will appropriate and pay these costs monthly under its Professional Services line-item budget.

NEW BUSINESS:

4. **Council Discussion on the Appointment to the Urban Redevelopment Agency (URA)-Executive Offices**

Background/History:

The URA has one (1) vacancy for an unexpired term that ends March 14, 2028.

5. **Council Discussion on Task Order No. PPI 2025.01a for Precision Planning Inc. to provide Construction Documents and Permitting Services for the New City Center**-Procurement/Executive Office

Background/History:

The City has secured a contract with Carroll Daniel Construction for Construction Manager at Risk (CMAR) to construct the City Center building (City Hall, Municipal Court, Police Headquarters, and Recreation Facility). Precision Planning, Inc. (PPI) provides design development services. It will coordinate with the CMAR during the preconstruction phase for the new City Center building, which will be approximately 200,000 SF, including structured parking. Additionally, PPI will provide construction documents and permitting services and coordinate with the CMAR during the preconstruction phase, per the scope of services outlined in the task order. Once the documents are finalized and a Guaranteed Maximum Price (GMP) is approved, a separate task order proposal will be requested and issued for Construction Contract Administration (CA) services. Total Not to Exceed (N.T.E.) Fees:

Construction Documents and Permitting Services: \$2,209,500.00

Reimbursable Expenses N.T.E.: \$18,000.00

Total N.T.E. Fees: \$2,227,500.00

SPLOST 2021 Bonds (326-26-7520-54-1200)

6. **Council Discussion to enter into a contract with Technique Concrete Construction, LLC for the Grapevine Buildout Project-** Procurement/Executive Office

Background/History:

Grapevine Buildout Project: Request for Bid No. 2024-RFB-009. It consists of interior renovations at the Old Rite Aid Building for the new development of the city's business incubator facility. Three (3) bids were received. Request award approval to the lowest, responsive, and responsible bidder: Technique Concrete Construction, LLC, 944 Astor Ave., Forest Park, GA 30297

Total Amount: \$2,888,183.00

CDBG Funds

7. **Council Discussion on the Proposed FY 25-26 Budget- 1st Public Hearing-** Executive Office

Background/History:

The Proposed Funded dollar amount of the FY25- 26 Budget is \$43,034,857.00. 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. The City Manager will present a complete overview of the proposed budget.

The first Public Hearing will be at tonight's regular session meeting at 7pm.

The second Public Hearing will be held in a Special Called Meeting on June 16, 2025, at 5 p.m.

The third Public Hearing, with the adoption of the budget, will be on June 16, 2025, at 7 p.m., at the regular session meeting.

8. **Council Discussion on Case # RZ-2025-01- Rezoning Request for 5116 Sargent Street-** Planning and Community Development Department

Background/History:

The subject property is a residential dwelling at 5116 Sargent Street, at the southeast corner of South Avenue and Sargent Street in Ward 3. The property spans approximately 0.208+/-/- acres and is currently zoned RS (Single-Family Residential District). According to Clayton County property records, the site contains a two-bedroom, one-bath, ranch-style single-family home. However, a visual inspection reveals that the structure now appears to be a two-story home, despite no recorded permits or documentation indicating that a second level was added. Surrounding properties to the north, south, east, and west are also zoned for single-family residential use, and the applicant is requesting to rezone the property to RT (Two-Family Residential District) to permit the use of the home as a two-family dwelling (duplex).

In March 2024, the applicant submitted plans for a deck renovation, which were approved based on the stated scope. Revised plans later described a full property renovation, but no change of use was disclosed. After construction was completed and inspections passed, the Planning & Community Development Department discovered the property had been converted into a two-family dwelling—a use not allowed under the current RS zoning. The applicant now requests rezoning to RT to bring the property into compliance.

Planning staff has reviewed the request and notes that the property's limited size and its location within a well-established single-family residential area may not be suitable for two-family use. Rezoning to RT could create an inconsistency with the surrounding land use pattern, potentially disrupting the character and zoning continuity of the neighborhood. As such, staff finds that the proposed rezoning does not align with the intent of current zoning regulations or the broader vision for the area as outlined in the City's future land use plan. However, given the unique circumstances surrounding the permitting and construction process, staff defers to the Mayor and City Council for final determination and recommends that this request be carefully evaluated in the context of applicable zoning standards, community impact, and long-term planning goals.

Should the Mayor and Council choose to approve the request, staff recommends the following conditions be applied:

Use Limitation: The property shall be limited to a maximum of two dwelling units and shall not be further subdivided or converted into any form of multi-family or short-term rental use.

Occupancy and Licensing: The applicant shall obtain all necessary occupancy permits, inspections, and business licensing (if applicable) prior to using the second unit for residential purposes.

Architectural Review Compliance: The applicant will be required to apply to the Urban Design Review Board for review and approval of the landscaping, exterior architectural design, and the building façade. Any future exterior modifications or additions shall require review and approval by the Urban Design Review Board (UDRB) to ensure compatibility with surrounding properties.

Tax Record Update: Should the rezoning be approved, the applicant would be required to coordinate with Clayton County to update the property classification and structure details in the official tax records to reflect its current two-family use and appropriate square footage.

Parking Compliance: The applicant shall ensure that adequate off-street parking is provided on site in accordance with the City's zoning ordinance.

Conformance with RT Zoning Standards: Approval of the rezoning from RS to RT shall require the applicant to comply with the requirements of Section 8-8-31: Two-Family Residential District (RT) Standards, including:

Based on the submitted site plan, the applicant must apply for a variance to reduce the side yard setback for the left side of the home from the required 10ft to 8.5ft.

Based on the submitted site plan, the applicant must apply for a variance to reduce the rear yard setback from the required 30 ft to 5.2ft.

Each Unit proposed should have a parking capacity of two vehicles per unit.

Zoning Map Amendment: This approval shall apply solely to the property at 5116 Sargent Street and shall not be construed as precedent for similar requests in surrounding RS-zoned neighborhoods.

9. **Council Discussion on the Forest Park Fire & EMS trade/exchange for Fire Engine One Aerial – Fire &EMS Department**

Background/History:

The Forest Park Fire & EMS Department is seeking the Council's approval to trade in our 2015 Rosenbauer Fire Engine to Brindlee Mountain Fire Apparatus in exchange for parts and labor needed to refurbish our 1998 Engine One 95'Aerial. The council has already approved the Rosenbauer for inclusion on the City's Asset Surplus list.

This trade will provide the Fire Department with a more reliable and modern apparatus for fire suppression and rescue operations until a new vehicle can be purchased. The refurbishment will include:

A full vehicle inspection and necessary repairs

Bodywork, new paint, and updated graphics to match the current fleet

Upgrading all emergency lights to DOT-compliant LED systems

Inspection and any required repairs to the ladder, pump, drivetrain, and suspension systems

Approving this trade will allow the City to maintain a higher confidence level in the vehicle's reliability, ensuring it can effectively serve our citizens and business until it is eventually placed into reserve status.

EXECUTIVE SESSION: (When an Executive Session is required, one will be called for the following issues: Personnel, Litigation, or Real Estate)

ADJOURNMENT:

In compliance with the Americans with Disabilities Act, those requiring meeting accommodation should notify the City Clerk's Office at 404-366-4720 at least 24 hours before the meeting.