

STATE OF GEORGIA  
COUNTY OF CLAYTON

RESOLUTION NO. 2025-\_\_\_\_\_

**A RESOLUTION BY MAYOR ANGELYNE BUTLER AND COUNCILMEMBERS KIMBERLY JAMES, DELORES A. GUNN, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS OF THE CITY OF FOREST PARK, GEORGIA TO APPROVE A PROFESSIONAL RECRUITMENT FIRM TO COMPLETE A NATIONWIDE SEARCH FOR A NEW CITY MANAGER FOR THE CITY FROM THE CITY'S EXECUTIVE OFFICE.**

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

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

**WHEREAS**, due to the resignation of the City's current City Manager, the governing body is seeking to contract with a professional recruitment firm to complete a nationwide search for a new City Manager for the City; and

**WHEREAS**, the City's Procurement Division has completed a reference of recruitment firms' comparison report ("Report") for the governing body's consideration, more particularly described in **Exhibit A** attached hereto and incorporated herein; and

**WHEREAS**, the governing body has selected \_\_\_\_\_ from the Report and has authorized the City Attorney to draft a professional services agreement for the City to enter into a contract with this firm; and

**WHEREAS**, the approval of this professional recruitment firm to complete a nationwide search for a new City Manager is necessary for the health, safety, and welfare of the citizens of the City.

**THEREFORE, THE CITY COUNCIL OF FOREST PARK, GEORGIA HEREBY RESOLVES:**

**Section 1. Approval.** The selected professional recruitment firm to complete a nationwide search for a new City Manager as presented to the Mayor and Council on September 2, 2025, is hereby approved.

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

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

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

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

**SO RESOLVED** this 2nd day of September 2025.

**CITY OF FOREST PARK, GEORGIA**

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Angelyne Butler, *Mayor*

**ATTEST:**

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(SEAL)  
*City Clerk*

**APPROVED AS TO FORM:**

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*City Attorney*

## EXHIBIT A

### Executive Recruitment Firms Reference Report

Executive Recruitment Firm	YRS in Business	Clients Served	Positions	Cost	Feedback
Sumter (Alpharetta) 404-535-0525 warren@sumterconsulting.com shawn@sumterconsulting.com	24	City of Chamblee, Stone Mountain, Woodstock, Marietta, Stonecrest and Clayton County Water Authority	Director, City Manager, Police Chief, Deputy Director, Public Safety Director, and Director	<b>\$21,000</b> with Expenses to be reimbursed by the City of Forest Park based on actual documented expenses: Consultant travel and Advertising fees. The flat fee is broken into milestones: 1/3 fee – paid upon the completion of the advertising process; 1/3 fee – paid upon the completion of the semi-finalist interviews; and 1/3 fee – paid upon start date of the City Manager. Sumter LGC is confident in our process, and if the City of Forest Park decides to start over with the recruitment due to unsatisfactory candidates, or if the chosen candidate doesn't last one year in the position for any reason, we offer a one-year guarantee. We will complete another search for the City at no charge (except reimbursable expenses).	Offer a one-year guarantee for candidates we recruit. We understand local politics and the complexities of a City or County Manager search process. We understand how to balance transparency and the confidentiality needs of your best candidates. We are cost-effective. With limited overhead, we can offer a competitive price, a customized solution, and personal service.
Slavin (Norcross) 770-449-4656	27	City of Stockbridge	City Manager	<b>\$24,521</b> - total not to exceed with the cost for finalist candidates travel to Forest Park for interviews is in addition to the above not-to-exceed amount. Such costs are impossible to forecast and vary widely depending on candidate location, spouse involvement, time required for candidates to be in Forest Park, etc. We will submit monthly invoices for fees and expenses. It is our practice to bill 30% at the start of the searches, 30% at the end of thirty days, 30% at the end of sixty days, and the remaining 10% shortly after the time the new City Manager accepts employment with the City. <b>Anticipated timeline 60-90 days.</b>	



