



# CITY COUNCIL REGULAR SESSION

Monday, November 18, 2024 at 7:00 PM  
Council Chambers and YouTube Livestream

Website: [www.forestparkga.gov](http://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 Latresa Akins-Wells  
The Honorable Allan Mears

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

## DRAFT REGULAR MINUTES

**CALL TO ORDER/WELCOME:** Mayor Butler called the meeting to order at 7:34 pm.

**INVOCATION/PLEDGE:** Pastor Clinkscales led the invocation and pledge.

**ROLL CALL - CITY CLERK:** A quorum was established.

Attendee's Name	Title	Absent	Present
Angelyne Butler, MPA	Mayor, At-Large		•
Kimberly James	Council Member, Ward 1		•
Hector Gutierrez	Council Member, Ward 3		•
Latresa Akins-Wells	Council Member, Ward 4		•
Allan Mears	Council Member, Ward 5		•

John Wiggins, Finance Director; Jeremi Patterson, Deputy Finance Director, Shalonda Brown, HR Director, Nigel Wattle, Public Works Interim Director; Deputy Fire Chief David Halcomb; Joshua Cox; IT Director, Pauline Warrior, Chief of Staff; Javon Lloyd, PIO; Derry Walker, Code Enforcement Director, Marsellas Williams, Economic Director; Nicole Dozier, Planning Community Director.; Talisha Clark, Procurement Manager; Dorothy Roper-Jackson, Court Director; James Shelby, Project Manager, Michelle Hood, Deputy City Clerk; Deidra Willingham; and Danielle Matricardi, City Attorney.

**ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS:**

It was motioned to adopt the consent agenda.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:**

It was motioned to adopt the agenda with the recommended changes from the Work Session: #13 to approve the Ordinance associated with this item so it does not have to be amended each time it is approved, #17 the funds used will not be ARPA but General Funds and recommendation of termination after the third offense of not using city vehicles appropriately, and #18 a request to table this item.

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

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

**APPROVAL OF MINUTES:**

1. **Council Approval of Council Work Session and Regular Meeting Minutes from November 4- City Clerk**

It was motioned to approve the minutes from November 4, 2024, work and regular session.

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

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

**PUBLIC COMMENTS: (All Speakers will have 3 Minutes)**

There Was one (1) Public Comment Speaker:

**Elder Cook** noted that they are gearing up for their annual Christmas Baskets for the first responders. He noted that they are still doing the Friday Feast Day and Tuesday giveaways at the Rock Church of Atlanta. He stated that each Friday, there are well over 300 families. He noted that those in need can come on Fridays around 2 p.m. Elder Cook noted that on Tuesday, they are having a hot meal in honor of Thanksgiving and invited everyone out.

**CITY MANAGER'S REPORT**

**City Manager Clark** showed the video of what Starr Park would look like once finished. He thanked Mr. Shelby and Director Maxwell for their work. He noted that 81 percent of the 66 approved Legacy Residents and the Rental Assistance portal had been launched, with 3 people already approved.

**Director Maxwell** noted that when he first came, the soccer program had 60 kids, and now, within 5 years, there are roughly 300 kids. He stated he has terrific coaches, parents, and kids. He noted they participated in a tournament over the weekend and dominated and represented the City of Forest Park.

**City Manager Clark** continued by providing an overview of the different events organized by the governing body and giving updates on all departments. He noted he is hoping to kick off the KPI's before the end of the year. Mr. Clark

gave an update on the capital projects. He said that the council received the presentation on the bridge to go over the parkway, and the report is scheduled to be completed and accepted by the end of the year. He noted GDOT has finally approved the design for the landscape median. The Grapevine business incubator exterior renovations are starting and getting ready to issue that RFP. Mr. Clark noted the monument signs are anticipated to be complete in April 2025.

## **PRESENTATIONS:**

### **2. Presentation for Spectrum Abilities Inc – Recreation and Leisure Services**

#### **Background/History:**

Spectrum Abilities Inc is a 501c3 organization that serve individuals and their families with special needs on the Southside of Atlanta. They offer a variety of programs that include social, recreation, volunteering, access sporting events, and family support/education opportunities. They believe in equipping families with the skills and support needed to help them with being able to participate in their communities and improve the quality of life for all.

**Director Maxwell** noted that they often receive calls about offering programs to citizens with special needs. He said they are looking to team up with Ms. Hope to provide different types of programs to the therapeutic department.

**Ebony Holt** noted that this is a nonprofit 501c3 organization started in 2020 because the family had to travel to different cities to get the services needed for a family member with Autism. She stated that they offer a variety of programs, including Transitioning into Adulthood, Adopt-a-Family Holiday, and Caregiver's Night Out, just to name a few. She stated the city should partner with them because she has a vested interest, her son is on the Spectrum, and there are no resources in Clayton County of Forest Park that offer any therapeutic programs. Ms. Ebony noted that she attends Living Faith Tabernacle Church and is always looking for ways to improve things. She states she built a sensory room at the church for people who cannot sit in the sanctuary when it is too loud. She noted that in the future, she is hoping to have a transition program tailored to individuals who have graduated from high school ages 18 to 30 so that they are able to be amongst peers their age.

**Director Maxwell** noted he will be meeting with the City Manager to try to put together the program and bring it back before the City Council for approval.

#### **Comments/Discussion from Governing Body:**

**Councilmember James** thanked her.

**Councilmember Gutierrez** thanked her and noted that he was not aware of children on the Spectrum until he started working in the education field. He said that there is a group out of Gwinnett for Spanish-speaking families, and he will connect her with them. He thanked her and Director Maxwell and said that they need to be inclusive of everybody in the community.

**Councilmember Akins Wells** noted that she thinks the program is phenomenal. She stated that someone asked her one day in the hair salon when the city would get something like this. Councilmember Wells thanked her for presenting this and noted that she hopes they can get on one accord and partner with the organization. She stated she would like to be a part of the holiday program at Governor's Glenn and help with what she may need.

**Councilmember Mears** thanked her for getting this together because it is for a part of the community that has been overlooked for a long time.

**Councilmember Gutierrez** asked if they currently have an Autism Walk or run. He suggested it is something they can potentially do to reach the goal they have.

### 3. **Presentation on Code Compliance Department Overview – Code Enforcement Department**

#### **Background/History:**

Staff will present an overview of the past year, introduce the department's rebranding, and highlight accomplishments as we continue to focus on ONE Forest Park.

**Director Walker- introduced his team:** Officer Hoot, Officer Bivens, Supervisor Scott, and Officer Wells, and gave an overview of the rebranding of his department. Director Walker noted they had new logos to go along with their new branding. Mr. Walker said their agenda consist of Implementations, Achievements, In-House training and Team and Community building and described each one. He noted they will have coverage on Saturdays during the spring and summer on Saturdays. He noted that the sanitation department has been instrumental in getting bulk pickups done. He noted their brochures are in three languages: English, Spanish, and Vietnamese. He noted that they enforce blighted property tax ordinance.

**Mr. Clark** asked him to please explain that to the governing body.

**Mayor Butler** asked him to explain the significance of it.

**Director Walker** noted that there are 85 properties on this list. He stated they go out and inspect them and put them on a list if they are blighted. He noted that an additional ten mills are added to their tax bill. He stated that the reason for the ordinance is to push the person who owns the property to either sell it or rehab it. Director Walker noted that they interact with the community, and it helps when they appear to ask for compliance because they see familiar faces. He said they have done inspections on over 40 rehab homes and done several educational ward sweeps. Director Walker noted that court is now being held in person and is more effective. Mr. Walker said his department must undergo a series of in-house training and teach a class.

**Mr. Clark** noted that the Code Compliance Department is very diverse, and the employees speak different languages.

#### **Comments/Discussion from Governing Body:**

**Councilmember James** noted that they are doing a great job. She said she is seeing a difference with the bulk pickup and is wondering if residents are being held accountable.

**Director Walker** noted that Officer Wells will go out and educate the residents on the process, and that they will have to contact Waste Management to come pick it up. He stated in case of an emergency, Officer Wells would go out and pick it up. Director Walker noted that if items continue to stay on the right of way, a ticket will be written.

**Councilmember Gutierrez** thanked them and stated he loved the diversity. He said he loved the educational piece of informing them of what they were doing wrong. Councilmember Gutierrez told them to keep up the excellent work.

**Councilmember Akins Wells** thanked them for all they do and stated she appreciated them being there when they were called upon.

**Councilmember Mears** thanked them for putting this together because we all have to make Forest Park beautiful.

**Mayor Butler** noted she loves the logo, and one thing she was intentional about was the rebranding. She stated she was thrilled, and now, based on the discussion at Councilmember James Ward's meeting, it makes sense. She wanted to know if they were officially changing the department's title.

**Director Walker** noted that when he was hired, it was for the Director of Code Compliance. He said officially, this is the name.

**Mayor Butler** noted that if any department deserves recognition for being instrumental in transformation, it would be this department. She thanked everyone and noted that she has heard a lot of positive feedback about what Mr. Wells has brought to that department.

#### 4. **Financial Reporting of the FY2024-2025 Monthly Financial Report**-Finance Department

##### **Background/History:**

The Finance Department is presenting FY2024-2025 Monthly Financial review of the City's financials. The purpose of the monthly financial review is to help us know how healthy the City's cash flow is and help evaluate department performance to see if the executive office needs to reallocate resources to achieve the financial goals for the City.

**Director Wiggins** noted the financials for the month. He stated that revenues are budgeted at 42.1 million, the monthly take-in is 9.4 million, and the year-to-date actual for the period ending October 2024 is roughly 23 million. Director Wiggins stated that expenses are also budgeted at 42.1 million, the monthly spending is roughly 3 million, and the year-to-date actual expense is 11.8 million. He noted that monthly spending is trending as it should, and the General Fund Department is at 28 percent. He gave a brief overview of other funds and stated that is an overview of financials for the month of October.

#### **CONSENT AGENDA:**

It was motioned to adopt the consent agenda.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

#### 5. **Council Approval on Fire Catt Annual Hose/Nozzle Testing**-Fire & EMS Department

#### 6. **Council Approval on the Request of Blanket Purchase Order for (TEMS Consultants)**- Procurement/Fire & EMS

#### 7. **Council Approval on the purchase of Computer Hardware**-Procurement/ Information Technology

#### 8. **Council Approval on a 6-month Renewal for Nutanix Server Software**-Procurement/Information Technology

- 9. Council Approval on a Task Order for Falcon Design to provide additional survey and perform environmental delineation as required by Starr Park Design Team-Planning and Community Development Department**

**NEW BUSINESS:**

- 10. Council Approval of the Beautification Committee Members Appointments – Code Enforcement Department**

It was motioned to approve the Beautification Committee Members' Appointments.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

- 11. Council Approval to Enter Into a Contract for Website Redesign and Replacement Services- Procurement/Executive Office**

It was motioned to approve to Enter into a Contract for Website Redesign and Replacement Services

Motion made by Councilmember James, Seconded by Councilmember Gutierrez.

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

- 12. Council Approval of an Ambulance and Emergency Service Equipment Agreement with The City of Hapeville Fire Department- Fire and EMS Department**

It was motioned to approve an Ambulance and Emergency Service Equipment Agreement with The City of Hapeville.

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

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

- 13. Council Approval on The City of Forest Park Financial Policies- Finance Department**

It was motioned to approve the City of Forest Park Financial Policies with the recommended changes from the city Manager and the accompanying Ordinance.

Motion made by Councilmember James, Seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Akins-Wells

- 14. Council Approval on the purchase of Copier Rentals for use by citywide departments- Procurement/Information Technology Departments**

It was motioned to approve the purchase of Copier Rentals for use by citywide departments.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**15. Council Approval on a Task Order for Precision Planning to provide Design Development Services for the new City Center-**Planning and Community Development Department

It was motioned to approve a Task Order for Falcon-Design to provide Design Development Services for the new City Center

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**16. Council Approval on a Task Order for Falcon-Design to provide pre-construction assistance and construction administration for the new City Center Project-**Planning and Community Development Department

It was motioned to approve a Task Order for Falcon-Design to provide pre-construction assistance and construction administration for the new City Center Project.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**17. Council Approval on the Purchase of Administrative Vehicles-** Procurement/Information Technology

It was motioned to Approve the purchase of Administrative Vehicles not with ARPA Funds but utilizing General Funds.

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

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

**18. Council Approval on a Facility usage request – Recreation and Leisure Services**

It was motioned to table this item.

Motion made by Councilmember Mears, Seconded by Councilmember Gutierrez.

**Comments/Discussion from Governing Body:**

**Councilmember James** noted that they all appreciate what Director Maxwell brings to the table. She stated that there are a lot of things that he has improved, and they continue to see that improvement. She noted that she does not want to get into the mode of thinking that when he brings something to benefit the community, like a nonprofit, it is a big deal. She notes that they partner with them also.

**Councilmember Akins-Wells-** noted she agree with Councilmember James and no disrespect to Director Maxwell. She just wants to have an understanding of who is using the facilities. She stated that this was something Mr. Clark wanted to do because he was not in the know. She noted she has had people come to her, and she tells them no, and they go to Director Maxwell. She states that just because they come does not mean it is good for the city. She states they are here to be a voice for the people and not just go along with everything.

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

### **CLOSING COMMENTS BY GOVERNING BODY:**

**Councilmember James** noted that her Ward meeting is this Thursday at the Senior Center at 5 p.m. She said that at the Tuesday, January 21st Council meeting, they will be honoring 10 Teachers of the Year from their clusters of schools. Councilmember James stated that 9 are females and one male, and they are looking for donations. She said they would also have dinner for them and their guests, social workers, parent liaisons, and the principal. She noted that if the date of May 17th is available, they will do the Senior Caravan. She stated that the graduation date for high schoolers in Clayton County is May 21st and 22<sup>nd</sup>. Councilmember James noted that she does ask questions, but it is to gain knowledge for herself, not to diminish anyone. She thanked everyone.

**Councilmember Gutierrez** noted he is proud of his city, the directors, and all the presentations, the Rock Church, the partnerships, and the picture of the future fighters. He noted he was also thankful for the City Manager and his colleagues. He thanked Director Maxwell for bringing all of the meaningful partnerships. He thanked everyone for coming out.

**Councilmember Akins-Wells** thanked all the employees and directors for all they do. She thanked Director Williams for coming in and helping to bridge the gap between the government and the businesses. She noted that Wellness with Wells is every Tuesday from 6 pm to 7 pm. She thanked Director Wattley and noted that the parks in Ward 4 are looking better than ever. Councilmember Wells will be having her 12th Annual Turkey Giveaway on the 26<sup>th</sup> at Starr Park. She thanked Change Mentoring for partnering with them and Fellowship of Faith Church for donating the boxes to the families in the community. Councilmember Wells noted she is working on an initiative called the Community's Closet. This is to help people who may go on an interview and need a shirt or tie to wear, and they will be able to get that. She wished everyone a Happy Thanksgiving.

**Councilmember Mears** wanted to recognize Mr. Finch as the senior representative. He noted that he is proud of the committees and directors and how things are being run. He has never seen things as good as they are now and wants everyone to keep up the excellent work.

**Mayor Butler** noted that this Thursday is the Turkey Giveaway for Bulldawg Insurance. She said December 21<sup>st</sup> is the Toy Giveaway, and the details for that will be coming out. Mayor Butler shared a proud mother moment of her daughter flying a plane. She noted it warms her heart to see the look on her daughter's face of receiving her private pilot's license, and now she is moving on to her instruments.

**Councilmember Gutierrez** noted the Forest Park Middle School boys went to Clayton County Championship but fell a little short. He noted he is still proud on them because they were 0 and 6 two years ago so he has never heard of them making it this far. He noted they played this week in Spalding County and brought another trophy home.

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

It was motioned to enter into an Executive Session for Personnel, Litigation, or Real Estate at 8:47 pm.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

It was motioned to reconvene back into the Regular Session at 9:34 pm.

Motion made by Councilmember Wells, Seconded by Councilmember James

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

**Councilmember James** noted she has a request coming out of the Executive Session. She would like an updated policy regarding qualifying to be brought before the governing body for a vote at the next council meeting. It should clarify that if an employee qualifies for an elected position, they have to resign immediately.

**Councilmember Akins** Wells asked if this is personal because there is already a policy.

**Councilmember James** noted no it is business.

#### **ADJOURNMENT:**

Mayor Butler Adjourned the Regular meeting at 9:35 pm.

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