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August 7, 2024

TRANSMITTED VIA E-MAIL  
([sbrown@forestparkga.gov](mailto:sbrown@forestparkga.gov))

Ms. Shalonda Brown  
Human Resources Director  
City of Forest Park  
PO Box 69  
Forest Park, GA 30298-0069

**RE: City of Forest Park Georgia Municipal Employees Benefit System (GMEBS) Defined Benefit Retirement Plan; Amendment to Change Early Retirement Service Requirement to 50 & 5, and Provide for Age 62 Normal Retirement with No Service Requirement and Immediate Vesting for City Manager and Department Heads**

Dear Ms. Brown:

Per the city's request, attached please find a draft amended Adoption Agreement and Service Credit Purchase Addendum for the city of Forest Park's Georgia Municipal Employees Benefit System ("GMEBS") Defined Benefit Retirement Plan ("Plan"). The amendment to the plan decreases the early retirement service requirement from 10 years to 5 years for employees in service on or after August 1, 2024 (see Adoption Agreement, p. 14). The amendment also eliminates the service requirement for Normal Retirement for city managers and department heads and provides for immediate vesting for city managers and department heads (see Adoption Agreement, p. 15 and pp. 29-30).

The Adoption Agreement provides that the amended Plan documents will become effective retroactive to the plan start date of August 1, 2024. **Please note that per O.C.G.A. § 47-5-40, the Adoption Agreement has been drafted in the form of an ordinance.**

If the draft documents are acceptable, please have the designated representatives sign and date it where indicated (Adoption Agreement, p. 37, and Service Credit Purchase Addendum, p. 6). Next, please scan and email the documents to Gina Gresham at [rgresham@gacities.com](mailto:rgresham@gacities.com). We will then countersign and return fully executed electronic copies. Please note, GMEBS will not execute documents that have been edited by the city. If the documents require revisions, please let us know before adopting them.

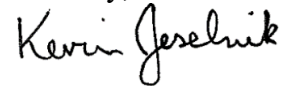
Ms. Shalonda Brown

August 7, 2024

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If you have any questions about the information provided in this letter or require further information, please feel free to contact me at (678) 686-6236 or [kjeselnik@gacities.com](mailto:kjeselnik@gacities.com).

Sincerely,



Kevin H. Jeselnik

Assistant General Counsel

Encl.

- C: Mr. Winston Denmark, City Attorney, City of Forest Park (w/ encl.)
- Ms. Marinetty Bienvenu, Director, Employee Benefit Services (w/o encl.)
- Ms. Michelle Warner, Director, Retirement Field Services and DC Program (w/o encl.)
- Ms. Gwin Hall, Senior Associate General Counsel (w/o encl.)