



## CITY COUNCIL WORK SESSION

Monday, February 17, 2025 at 6:00 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

## 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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**NEW BUSINESS:**

1. **Council Discussion regarding distribution of a publication to all residents via mail showcasing the happenings within the City of Forest Park. - Mayor Angelyne Butler**

**Background/History:**

A publication is being requested for distribution to all residents, showcasing the meaningful advancements and positive strides our community is making across each member department. As highlighted by various council members, while our social media platforms and email distribution lists serve as key channels for communication, they do not reach everyone comprehensively. This publication aims to bridge that gap by providing residents with an in-depth, accessible, and visually

engaging overview of ongoing initiatives, achievements, and future plans, ensuring they remain well-informed and connected to the progress shaping their community.

2. **Council Discussion regarding use of 696 Main Street by the Downtown Development Authority –**  
Councilwoman Latresa Akins-Wells

**Background/History:**

The Downtown Development Authority has utilized 696 Main Street for several years as a film studio, highlighting aspects around the city and other photography uses. As the City has taken over ownership of the space, it has been requested that the future of the existing rooms within 696 Main Street be discussed.

3. **Council Discussion on Opting-Out of HB 581 (public hearing to follow in regular session)-**  
Executive Offices

**Background/History:**

House Bill 581, passed during the 2024 legislative session and signed by Governor Kemp, introduces key changes impacting local government revenue. This bill includes procedural modifications to property tax assessments and appeals, a new statewide homestead exemption (which local governments can opt out of), and a local option sales tax aimed at providing property tax relief.

The first Public Hearing will be on February 17, 2025, at 7 p.m. during the regular session meeting.

The second Public Hearing will be on February 20, 2025, at noon, and the third Public Hearing will be at 6:00 pm. Followed by the adoption if approved by the council.

4. **Council Discussion on the March 18, 2025, Special Election Voting Locations-** Executive Offices

**Background/History:**

The County will conduct a county-wide election along with the Special Election for Ward 2 to fulfill the unexpired term ending December 31, 2025.

Early voting will begin February 24-March 14, 2025 at the provided times and locations below.

**Early Voting Details:**

**Dates:** February 24 – March 14, 2025

**Hours:**

Monday–Friday: 8:00 AM – 5:00 PM

Saturday: 9:00 AM – 5:00 PM

**Locations:**

Election & Registration Office – 121 S. McDonough St., Jonesboro

Lake Spivey Recreation Center – 2300 Walt Stephens Rd., Jonesboro

South Clayton Recreation Center – 1837 McDonough Rd., Hampton

Forest Park Senior Center – 5087 Park Ave., Forest Park

Carl Rhodenizer Recreation Center – 3499 Rex Rd., Rex

Virginia Gray Recreation Center – 1475 E. Fayetteville Rd., Riverdale

Morrow City Hall – 1500 Morrow Rd., Morrow

**Election Day Voting:**

Voters must vote at their assigned polling location on March 18, 2025. Voters can confirm their polling location on the My Voter Page or contacting City Clerk, Randi Rainey at (404) 366-4720

5. **Council Discussion on the FY2024 Annual Comprehensive Financial Report (ACFR)-** Finance Department

**Background/History:**

The Annual Comprehensive Financial Report (ACFR) of the City of Forest Park for the fiscal year ending June 30, 2024, provides an in-depth look at the city's financial health and operations. This report is a key tool for ensuring transparency and accountability to the public, detailing the city's financial status in compliance with Generally Accepted Accounting Principles (GAAP).

The requirement to issue this report within six months of the fiscal year-end ensures timely and accurate financial information for both citizens and government stakeholders. The report will be audited by Mauldin & Jenkins, a certified public accounting firm, following auditing standards generally accepted in the United States of America. The audit serves to verify the accuracy and integrity of the financial statements, reinforcing trust in the city's financial management.

6. **Council Discussion of Budget Amendment for General Fund-** Finance Department

**Background/History:**

The City of Forest Park's FY24-25 Operating Budget was unanimously adopted by the city council on June 26th, 2024. Prior to the adoption of the budget, city staff advised that funding and revenues would continuously be monitored for accuracy and reporting purposes. Staff is recommending that the understated funds be added to the operating budget, for General Fund, Special Funds, Capital Funds, City Authorities, and Sanitation yearend closure procedure for the Annual Audit which will decrease/increase the current revenues to amend the decrease/increase of expenditures. Once the funds have been added to the operating budget, it is also recommended that the City Council approve a budget amendment to accurately reflect the corrected operating revenue budget amount for General Fund - \$43,624,652 for FY24-25.

7. **Council Discussion on the MAINTSTAR Upgrade –** IT Department

**Background/History:**

MAINTSTAR is the application used by fleet services for work orders, inventory management, and vehicle records. The application is currently hosted in our data center on a server that is end of life (EOL). The version of the software currently licensed is about 10 years old. We are requesting approval from council to purchase licensing for the latest version that is much more feature rich and easier to use. We are also seeking to move to the hosted version of the application. This will allow us to move the software off the EOL server and make the application more accessible to staff. The total cost of the project is \$19,500 which includes the annual licensing fee, the hosting fee, the upgrade/migration of

current data, as well as training for all users on the new version. This project was included in this year's IT budget. Account number - 100-24-1535-53-2401.

8. **Council Discussion to approve Text amendment to amend such section updating Banquet Halls and adding definitions for Brown Bagging, Banquet Halls, and Brewpubs.** - Planning and Community Development (public hearing in regular session).

**Background/History:**

Staff have worked with the city attorney to update the ordinance for clarity. After a careful review of the ordinance, several changes were proposed to safeguard the community, prohibiting brown bagging, covering front windows in banquet halls, and updating operating hours. These items were suggested to clarify and to ensure safe business operations and practices within the City of Forest Park. If the Mayor and the Council proceed with approval of this Text Amendment, it will allow the proposed amendments to be enforced.

9. **Council Discussion on the 696 Main Street Special Usage Request** – Recreation & Leisure Services Department

**Background/History:**

Clayton County District 1 Commissioner Alaina Reaves is hosting a community meeting on Thursday, March 13, 2025. This meeting aims to provide an opportunity for the community to receive updates, share ideas, and discuss concerns. A portion of Commissioner Reaves' district is located in the City of Forest Park. To better reach those residents, she plans to hold the meeting at 696 Main Street at no charge, from 4:00 PM to 6:00 PM. Hosting the meeting in Forest Park will enable legacy residents and those with limited transportation options to participate in the discussion while eliminating travel concerns.

**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 accommodation for meetings should notify the City Clerk's Office at 404-366-4720 at least 24 hours before the meeting.**