



CITY COUNCIL WORK SESSION

Monday, August 04, 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

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 and Presentation on the Memorandum of Understanding (MOU) with RightSite Health Services - Fire and EMS Department**

Background/History:

Overview: The Agency and RightSite will prioritize and mutually agree to an integrated approach to non-emergent healthcare, ensuring individuals receive appropriate care. The Agency will provide all medical direction. Based on the EMS protocol, it will be determined which calls are suitable for referral to RightSite. This MOU does not replace any existing Agency protocols.

Fees for this service are at no cost to the Agency. RightSite is paid by the patient's insurance when applicable. RightSite will accept all patients and ensure that financial considerations do not prevent the delivery of appropriate patient care.

Integrating RightSite helps reduce unnecessary transport, improve patient navigation, and keep your units available for higher-acuity calls and fire operations.

OLD BUSINESS:

2. Council Discussion of a Blanket Purchase Orders for cooperative contracted vendors: MES, BoundTree, and Bennett Fire - Fire & EMS Services

Background/History:

As part of our ongoing efforts to streamline the procurement process, the following cooperative contracted vendors are being presented to create Blanket Purchase Orders (BPOs) for FY 25/26:

- MES Services – \$120,000 (firefighting equipment) – Fund:100-61-3520-53-1136
- Boundtree Medical – \$75,000 (1st Aid and Medical supplies) – Fund:100-60-3610-53-1703
- Bennett Fire Products – \$85,000 (suppression fire gear) – Fund:300-61-3510-52-3718

3. Council Discussion on Cemetery Maintenance: Consideration of Service Reallocation Options– Public Works Department

Background/History:

The City of Forest Park currently oversees the landscape maintenance of the following cemeteries:

- Main Street at Phillips Dr – City-owned
- Conley Road Cemetery – Privately owned by the Forest Park Lodge of Odd Fellows
- Elam Church Road Cemetery – Privately owned by Elam Church Cemetery

All three sites are being serviced under contract by World Scape LLC, with approximately three months remaining in their current agreement. (Balance left: \$3950 X 3 = \$11,850)

Public Works is seeking directions on whether the City should continue maintaining the privately owned cemeteries at Conley Road and Elam Church Road. If the Council decides not to continue maintenance of the private sites, we recommend reallocating World Scape's services to prioritize high-visibility corridors such as: Jonesboro Road, Old Dixie Highway. and Forest Parkway that impact residents and visitors daily, while ensuring continued stewardship of City-owned assets.

NEW BUSINESS:

4. Council Discussion and Presentation on the City Center Project Funding - Finance/Executive Departments

Background/History:

On June 2, 2025, City Council authorized the City to secure a contract with Carroll Daniel Construction for Construction Manager at Risk (CMAR) for construction of the City Center building which includes City Hall, police, recreation, and parking. Precision Planning, Inc. (PPI) is providing design development services and will coordinate with the CMAR for the new City Center building that will be approximately 200,000SF.

The City Center Project Funding prepared for the City of Forest Park will give a comprehensive overview of the City's existing debt service, the project budget, proposed Series 2025 bond plan for financing the project for 20 or 25 years, and a Millage Sensitivity Analysis on sales tax collection & net digest verse the millage rate.

5. **Council Discussion and Presentation to approve the 2026 SPLOST List of Projects-**
Finance Department

Background/History:

The Finance Department is presenting the proposed 2026 SPLOST (Special Purpose Local Option Sales Tax) project list for review and consideration. SPLOST is a voter-approved 1% sales tax used to fund capital outlay projects that serve public purposes. It allows local governments to address infrastructure, public safety, transportation, and quality-of-life needs without increasing property taxes.

The purpose of this project list is to identify spending categories and their corresponding funding allocations based on the projected SPLOST revenue of **\$39,791,335**. This list will guide how funds are distributed across major categories, ensuring transparency and accountability in the use of public dollars.

6. **Council Discussion to approve Case #TA-2025-03 Text Amendment for Title 8. – Planning and Development, Chapter 8. Zoning, Article A. – General Provisions Section 8-8-4 Definitions, of the City of Forest Park Code of Ordinances to amend such section, adding Definitions for Electric Vehicle (EV) Charging Stations and Text Amendment for Title 8. – Planning and Development, Chapter 8. Zoning, Article C. – Development and Use Standards, of the City of Forest Park Code of Ordinances to amend such section, adding section 8-8-97 Electric Vehicle (EV) Charging Stations-** PCD Department

Background/History:

The purpose of this text amendment is to update the Code of Ordinances to support the development of Electric Vehicle (EV) infrastructure within the City of Forest Park. This amendment introduces definitions for EV-related terminology and establishes standards governing the installation, use, and aesthetics of EV Charging Stations and EV Parks. These standards are designed to promote sustainable, safe, and visually cohesive infrastructure that aligns with the City's goals for environmental responsibility and urban design.

Should Mayor and Council approve this text amendment, it will provide a regulatory framework that encourages responsible EV infrastructure growth throughout the City. **(Public Hearing to follow in the 8/4/25 Regular Session Meeting.)**

7. **Council Discussion to approve Case # CUP-2025-03- Conditional Use Permit for 4959 and 4965 West ST to establish a childcare center within the Single-Family Residential District (RS) Ward 2-** PCD Department

Background/History:

The applicant requests approval for a Conditional Use Permit to establish a childcare center within the Single-Family Residential District (RS) in Ward 2, per Sec 8-8-28. - Single-family residential district (RS), Pre-k facilities, and daycare centers require a conditional use permit to operate within the Single-Family Residential District. On July 17, 2025, the Planning Commission approved the Conditional Use Permit Request with conditions. The conditions are as follows:

If the applicant ceases to operate the business at this location, any subsequent operator or the property owner must obtain a new Conditional Use Permit (CUP) before commencing operations. Continued use of the property for this business type within the Single-Family Residential (RS) District shall not be permitted without prior approval of a new CUP by the Planning Commission and Mayor & Council.

If the applicant ceases operating the business at this location, the property owner is required to adhere to section 8-8-90. - Parking standards (1) *Driving surfaces*. All parking areas, including parking spaces, interior drives, and ingress/egress into parking areas, must be paved with asphalt or concrete. All parking areas shall be clearly painted to show each parking space.

The proposed location has been granted a conditional use permit in the past to operate a daycare center, but due to there not being a consistent business use at this location, the ordinance requires that any new applicant reapply for a Conditional Use Permit. If the Mayor and Council approve the Conditional Use Permit Request, the applicant will move forward with her business plans to establish a childcare facility for children aged 6 weeks to 12 years. **(Public Hearing to follow in the 8/4/25 Regular Session Meeting.)**

8. **Council Discussion and Presentation to create an Impact Fee Program, Capital Improvements Element, and discuss the creation of the Development Impact Fee Advisory Committee-** PCD Department

Background/History:

In response to continued growth and increased demand on public infrastructure, the City is exploring the potential creation of a Development Impact Fee Program in accordance with the Georgia Development Impact Fee Act (DIFA), O.C.G.A. § 36-71-1 et seq. This program would provide a structured and legally supported method for funding capital improvements necessitated by new development, helping to ensure that growth pays for growth.

As part of this initiative, the City must prepare a Capital Improvements Element (CIE), which outlines anticipated public facility needs over a defined planning period and identifies eligible capital projects and associated costs. The CIE must be adopted as an amendment to the City's Comprehensive Plan and approved by the Georgia Department of Community Affairs (DCA).

In addition, DIFA requires the establishment of a Development Impact Fee Advisory Committee, consisting of stakeholders including representatives from the development community and the general public. This committee will play an advisory role in the development and implementation

of the program, review annual reports, and make recommendations on updates to the fee schedule and project lists.

This discussion intends to brief the Mayor and Council on the purpose and process of establishing an impact fee program, obtain direction on preparing the Capital Improvements Element, and consider appointing members to the required advisory committee.

9. **Council Discussion on an Amphitheater Fee Waiver Request for Day of Prayer 2025–**
Recreation and Leisure Services Department

Background/History:

The Forest Park Minister Association is looking to host its annual Day of Prayer on September 20, 2025, at the amphitheater in Starr Park. This event will consist of prayer, worship, and praise. The Minister Association is requesting that the amphitheater be used at no cost.

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.