



CITY COUNCIL WORK SESSION MEETING

Tuesday, September 02, 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 Approval of Blanket Purchase Order for Tactical Gear Supply – The City of Forest Park Police Department- Police Department**

Background/History:

The City of Forest Park Police Department respectfully requests approval to create a Blanket Purchase Order (BPO) with **Tactical Gear Supply** for Fiscal Year 2025/2026 to cover the purchase of police officer uniforms and related equipment. This includes, but is not limited to, dress pants and shirts, BDU pants, polos, badges, patches, belts, hats, and other essential gear.

Approval of this BPO will ensure that the department can maintain consistent uniform standards and provide officers with the necessary equipment to perform their duties effectively and professionally.

The total requested amount is **\$58,000.00**, to be allocated from **Fund 100-31-3210-53-1702**

NEW BUSINESS:

2. **Council Discussion on the Proposed Amendment to the Charter to Amend Section 2.15 (Inquiries and Investigations) of Article II (Governmental Structure)-Executive Office**

Background/History:

In accordance with O.C.G.A. § 36-35-3, the Mayor and Council of the City of Forest Park are authorized to amend the City Charter. The proposed amendment seeks to revise Section 2.15, "Inquiries and Investigations," of Article II, "Governmental Structure."

At the recent strategic planning retreat, there was a general consensus to amend the Charter by revising the governing body's investigation process. With the adoption of this revision, investigations are still possible, but they would require approval of the Governing Body.

3. **Council Discussion for the selection of a professional recruitment firm to complete a nationwide search for the selection of a new City Manager – Executive Office**

Background/History:

Due to the recent vacancy 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 of Forest Park. The Procurement Division has completed the attached reference of firms' comparison report for the Governing Body's consideration.

4. **Council Discussion on the Recommended Proposed Millage Rate- Finance Department**

Background/History:

The City of Forest Park has tentatively adopted a 2025 millage rate requiring increased property taxes by 1.21 percent due to rising property values. Although the City proposes to keep the millage rate at 16.74 mills, the increase in property values results in a property tax increase.

All concerned citizens are invited to the public hearing on the tax increase at the Forest Park City Hall on September 2, 2025, at 7:00 p.m.

Times and places of additional public hearings on this tax increase are at Forest Park City Hall at 745 Forest Parkway on September 15, 2025, at 6:00 p.m. and again at 7:00 p.m.

This tentative increase will result in a millage rate of 16.74 mills, an increase of 1.21 percent. Without this tentative increase, the millage rate will be no more than 2.0 mills. The proposed tax increase for a home with a fair market value of \$100,000 is approximately \$8.00 (**Public Hearing to Follow in the Regular Session Meeting**).

5. **Council Discussion to Approve Case # RZ-2025-02 Rezoning Request for 486 Main Street (Zoned RM – Multiple Family Residential) and 0 Burks Rd (Zoned RT – Two Family Residential) from RM and RT to GC (General Commercial District) to allow the development of a unified parking area supporting future business operations- PCD Department**

Background/History:

The subject property consists of three vacant parcels totaling approximately 1.23+/- acres in Ward 2. The primary parcel is located at 486 Main Street, occupying the southwest corner of Main Street and Burks Road. The two additional vacant parcels are situated immediately behind the proposed parcel, west of the existing commercial structure, occupying the northwest portion of the block formed by Burks Road and North Avenue. The applicant requests a rezoning of all three parcels from residential to commercial to support the development of a unified off-street parking area in preparation for relocating future commercial operations to the site. Currently, the corner parcel fronting Main Street is zoned Multiple-Family Residential District (RM) and is adjacent to existing multifamily residential development to the west. The two interior parcels along Burks Road are zoned Two-Family Residential District (RT), surrounded by a mix of townhomes and single-family residences.

6. **Council Discussion to Approve Case # CUP-2025-04- Conditional Use Permit for 5000 Governors Dr to establish and operate an Assisted living facility within the Single-Family Residential District (RS) in Ward 2- PCD Department**

Background/History:

The applicant requests a Conditional Use Permit to establish and operate an Assisted Living **facility within the Single-Family Residential District (RS) in Ward 2**. Per Sec 8-8-28 - Single-family residential district (RS), Assisted living/nursing home, and residential care facility for children and adults require a conditional use permit to operate within the Single-Family Residential District. On August 21, 2025, the Planning Commission approved the Conditional Use Permit.

The proposed location is currently developed as a licensed memory care and assisted living facility known as Governor's Glen. It operates under a previously approved Conditional Use Permit (CUP) that allows for a long-term residential care facility within the RS zoning classification. The applicant is now requesting approval of a new CUP to reflect a change in ownership and business name. The new permit would formally recognize the new ownership entity while maintaining compliance with the City's land use requirements. No changes are proposed to the existing land use, building footprint, operations, or intensity of use. The facility will continue to serve as an assisted living residence for seniors requiring cognitive and physical care.

7. **Council Discussion to Approve Massage Establishments as a business license type within the City of Forest Park- PCD Department**

Background/History:

As part of the City's business licensing process, staff recently received an application for a proposed massage therapy business seeking to operate within the City of Forest Park.

Per Sec. 9-7-4. - Licensing of massage business operators and masseurs:

- (a) No person, partnership, corporation or association shall operate a massage business as herein defined, or engage in the business or profession of massage, unless such person, partnership, corporation or association shall have first applied for and received the license provided by this chapter.
- (b) Every application for the license prescribed herein shall be upon a form approved by the city manager and shall be filed with the city manager or his designated representative.

Upon review of this ordinance, it has been determined that applicants for a Massage Establishment license are required to appear before Mayor and Council for consideration and approval of the license

type. The application has been reviewed by Planning, Fire, Police, and Building departments, and no comments or objections have been noted at this time.

Should Mayor and Council approve the request, the applicant may proceed with establishing and operating the massage therapy business within the City.

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.