



# CITY COUNCIL WORK SESSION

Monday, July 15, 2024 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 Allan Mears

The Honorable Dabouze Antoine  
The Honorable Latresa Akins-Wells

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

## DRAFT MINUTES

**CALL TO ORDER/WELCOME:** Mayor Butler called the meeting to order at 6:00 pm.

**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		✓
Dabouze Antoine	Council Member, Ward 2		✓
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; James Shelby, Project Manager; Shalonda Brown, HR Director; Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Nigel Watley, Deputy Public Works Director; Fire Chief Latosha Clemons; Deputy Fire Chief David Halcomb; Ioana Armstrong, Fire Dept; Nicole Dozier, PCD Director; Josh Cox, IT Director; Rodney Virgil, Level 2 Support Engineer; Pauline Warrior, Senior Management Analyst; Javon Lloyd, PIO; Derry Walker, Code Enforcement Director Marsellas Williams, Economic Director; Brandon Criss, Police Dept.; Mayor Jones, Police Dept; Dorothy Roper-Jackson, Court Director, and Danielle Matricardi, City Attorney.

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

It was moved to adopt the consent agenda as printed.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

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

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

It was moved to adopt the agenda as printed.

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

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

**CONSENT AGENDA: There was no discussion on these items.**

1. **Council Discussion on the Acceptance of FY2023 EMPG from GEMA/HS-Fire and EMS Department**

**Background/History:**

GEMA/HS provides local qualified EMAs with funding opportunities to enhance their local emergency management program by providing funds for administration, preparedness activities, exercise and training. As a local and eligible EMA, Forest Park Fire and Emergency Management is seeking approval to accept our yearly EMPG Base Award of \$7,000.

2. **Council Discussion on a Contract Extension for On-Call Landscaping Services-Public Works Department**

**Background/History:**

Three years ago, the Department of Public Works entered into contracts for On-Call Landscaping services with the following three contractors: Worldscapes-LGP, LLC, WCC Landscaping Services and Aero Ground Tek, LLC

The contracts were for three (3) years, with an option for two (2) additional years subject to City Council approval. The initial three-year period will conclude at the end of July 2024. The Department of Public Works is requesting City Council approval to extend the contracts for Worldscapes-LGP, LLC, and WCC Landscaping Services for an additional two-year period. These two firms have consistently provided excellent service to the City of Forest Park on an as-needed basis. The Department is not seeking to extend the contract with Aero Ground Tek, LLC, as this firm has not submitted quotes for any work presented to all three landscaping firms.

**NEW BUSINESS:**

3. **Council Discussion on Atlanta EV Fleet Alliance MOA – Executive Offices**

**Background/History:**

EPA is seeking applications from **coalitions of local governments and regional entities** for projects that reduce greenhouse gas emissions in alignment with our Priority Climate Action Plan. Atlanta Regional Commission will not serve as the applicant but has secured the support of grant writers and TA providers to draft and submit the application on behalf of the coalition. The final coalition is made up of 9 localities (Clayton, Jonesboro, Cobb, Forest Park, East Point City, South Fulton, Lovejoy, Union City, and Douglasville) seeking to secure federal funding for fleet electrification of government vehicles, which will contribute to significant greenhouse gas emissions reductions in the Atlanta region.

Staff is recommending approval of the MOA.

**Mayor Butler-** noted being part of the Atlanta Regional Commission Board, where they are going to seek a more regional approach to grant funding in the near future; she also noted that Clayton County would lead the coalition, with municipalities having the opportunity to join and also thanked Director Jinks.

**Director Jinks-** spoke; however, the mic was not on and did not capture his words.

4. **Council Discussion and Approval of Task Order FDC 2024.09 for Falcon Design to assist with Bid Assistance and Construction Administration for the Fire Department's Training Center and Vehicle Storage Build Out-**Planning and Community Development Department

**Background/History:** The proposal is for the renovation of an existing 8 bay pre-engineer metal building of about 8,500sf. The building will serve three (3) separate functions. 3 Bays will house a Mech/Elec room, restrooms, breakrooms and 2 large classrooms. 3 Bays will serve as storage for emergency vehicles. 2 Bays will serve as general storage. Falcon Design will assist with Bid Assistance and Construction Administration for the Fire Department's Training Center and Vehicle Storage Build Out.

**Mr. Shelby, Project Manager-** Noted that the council approved a Task Order for Croff's architects at the last meeting to start the architectural drawing and construction drawings; Falcon Design will be the construction administrator for this project.

5. **Council Discussion and approval of the Forest Park Police Department Mobile Command Center-**Police Department

**Background/History:**

The Forest Park Police Department operates around the clock, 365 days a year, continually responding to emergencies, crimes, and public safety needs. To enhance our operations and ensure efficiency, we are seeking to procure a Mobile Command Center (MCC). The primary function of an MCC is to serve as a centralized hub for coordinating emergency responses, managing resources, and facilitating communication between various agencies and entities. If approved, the MCC will be purchased from LDV Custom Specialty Vehicles, a company with over 30 years of experience in building mobile command centers and other specialized vehicles for agencies worldwide.

Funding Source: 253-31-3210-54-2201

**Chief Criss-** noted that the Mobile Command Center was a part of the Capital Improvement Plan, has been budgeted for, and will be able to enhance the Police Department more effectively and efficiently.

**Chief Criss-** also noted the Mobile Command Center will allow the start of having dynamic roll calls, which will allow the deployment of the Mobile Command Center in neighborhoods and different businesses for more visibility and to cut down and reduce any type of crime or issues.

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

It was moved to recess into Executive Session at 6:10 p.m. for Personnel, Litigation, or Real Estate matters.

Motion made by Councilmember Antoine, Seconded by Councilmember James.

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

It was moved to reconvene into the Council Work Session at 6:59 p.m.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

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

**ADJOURNMENT:**

It was moved to adjourn the meeting at 6:59 pm.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

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

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