



# CITY COUNCIL REGULAR SESSION

Monday, November 18, 2024 at 7:00 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

## DRAFT ACTION MINUTES

**CALL TO ORDER/WELCOME:** Mayor Butler called the meeting to order at 7:34 pm.

**INVOCATION/PLEDGE:** Pastor Clinkscales led the invocation and pledge.

**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		•
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, Shalonda Brown, HR Director, Nigel Wattlely, Public Works Interim Director; Deputy Fire Chief David Halcomb; Joshua Cox; IT Director, Pauline Warrior, Chief of Staff; Javon Lloyd, PIO; Derry Walker, Code Enforcement Director, Marsellas Williams, Economic Director; Nicole Dozier, Planning Community Director.; Talisha Clark, Procurement Manager; Dorothy Roper-Jackson, Court Director; James Shelby, Project Manager, Michelle Hood, Deputy City Clerk; Deidra Willingham; and Danielle Matricardi, City Attorney.

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

It was motioned to adopt the consent agenda.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

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

It was motioned to adopt the agenda with the recommended changes: #13 to approve the Ordinance associated with this item so it does not have to be amended each time it is approved, #17 recommends termination after the third offense of not using vehicles appropriately, and #18 a request to table this item.

Motion made by Councilmember Akins-Wells, Seconded by Councilmember James

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

**APPROVAL OF MINUTES:**

1. **Council Approval of Council Work Session and Regular Meeting Minutes from November 4-** City Clerk

It was motioned to approve the minutes from November 4, 2024 work and regular session.

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

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

**PUBLIC COMMENTS: (All Speakers will have 3 Minutes)**

There Was one (1) Public Comment Speaker:

Elder Cook

**CITY MANAGER'S REPORT**

City Manager Clark

**PRESENTATIONS:**

2. **Presentation for Spectrum Abilities Inc – Recreation and Leisure Services**

**Background/History:**

Spectrum Abilities Inc is a 501c3 organization that serve individuals and their families with special needs on the Southside of Atlanta. They offer a variety of programs that include social, recreation, volunteering, access sporting events, and family support/education opportunities. They believe in equipping families with the skills and support needed to help them with being able to participate in their communities and improve the quality of life for all.

**3. Presentation on Code Compliance Department Overview – Code Enforcement Department****Background/History:**

Staff will present an overview of the past year, introduce the department's rebranding, and highlight accomplishments as we continue to focus on ONE Forest Park.

**4. Financial Reporting of the FY2024-2025 Monthly Financial Report-Finance Department****Background/History:**

The Finance Department is presenting FY2024-2025 Monthly Financial review of the City's financials. The purpose of the monthly financial review is to help us know how healthy the City's cash flow is and help evaluate department performance to see if the executive office needs to reallocate resources to achieve the financial goals for the City.

**CONSENT AGENDA:**

It was motioned to adopt the consent agenda.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**5. Council Approval on Fire Catt Annual Hose/Nozzle Testing-Fire & EMS Department****6. Council Approval on the Request of Blanket Purchase Order for (TEMS Consultants)- Procurement/Fire & EMS****7. Council Approval on the purchase of Computer Hardware-Procurement/ Information Technology****8. Council Approval on a 6-month Renewal for Nutanix Server Software-Procurement/Information Technology****9. Council Approval on a Task Order for Falcon Design to provide additional survey and perform environmental delineation as required by Starr Park Design Team-Planning and Community Development Department****NEW BUSINESS:****10. Council Approval of the Beautification Committee Members Appointments – Code Enforcement Department**

It was motioned to approve the Beautification Committee Members' Appointments.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**11. Council Approval to Enter Into a Contract for Website Redesign and Replacement Services-Procurement/Executive Office**

It was motioned to approve to Enter Into a Contract for Website Redesign and Replacement Services

Motion made by Councilmember James, Seconded by Councilmember Gutierrez.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells,  
Councilmember Mears

**12. Council Approval of an Ambulance and Emergency Service Equipment Agreement with The City of Hapeville Fire Department- Fire and EMS Department**

It was motioned to approve an Ambulance and Emergency Service Equipment Agreement with The City of Hapeville.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells,  
Councilmember Mears

**13. Council Approval on The City of Forest Park Financial Policies- Finance Department**

It was motioned to approve the City of Forest Park Financial Policies with the recommended changes from the city Manager and the accompanying Ordinance.

Motion made by Councilmember James, Seconded by Councilmember Mears.  
Voting Yea: Councilmember James, Councilmember Akins-Wells

**14. Council Approval on the purchase of Copier Rentals for use by citywide departments- Procurement/Information Technology Departments**

It was motioned to approve the purchase of Copier Rentals for use by citywide departments.

Motion made by Councilmember James, Seconded by Councilmember Mears.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells,  
Councilmember Mears

**15. Council Approval on a Task Order for Precision Planning to provide Design Development Services for the new City Center-Planning and Community Development Department**

It was motioned to approve a Task Order for Falcon-Design to provide Design Development Services for the new City Center

Motion made by Councilmember James, Seconded by Councilmember Mears.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells,  
Councilmember Mears

**16. Council Approval on a Task Order for Falcon-Design to provide pre-construction assistance and construction administration for the new City Center Project-Planning and Community Development Department**

It was motioned to approve a Task Order for Falcon-Design to provide pre-construction assistance and construction administration for the new City Center Project.

Motion made by Councilmember James, Seconded by Councilmember Mears.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells,  
Councilmember Mears

**17. Council Approval on the Purchase of Administrative Vehicles-** Procurement/Information Technology

It was motioned to Approve the purchase of Administrative Vehicles not with ARPA Funds but utilizing the General Funds.

Motion made by Councilmember Akins-Wells, Seconded by Councilmember James.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells,  
Councilmember Mears

**18. Council Approval on a Facility usage request – Recreation and Leisure Services**

It was motioned to table this item.

Motion made by Councilmember Mears, Seconded by Councilmember Gutierrez.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells,  
Councilmember Mears

**COMMENTS BY GOVERNING BODY:**

**Councilmember James**

**Councilmember Gutierrez**

**Councilmember Akins-Wells**

**Councilmember Mears**

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

It was motioned to enter into an Executive Session for Personnel, Litigation, or Real Estate at 8:47 pm.

Motion made by Councilmember James, Seconded by Councilmember Mears.  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

It was motioned to reconvene back into the Regular Session at 9:34 pm.

Motion made by Councilmember Wells, Seconded by Councilmember James  
Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

**ADJOURNMENT:**

Mayor Butler Adjourned the Regular meeting at 9:35 pm.

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.