



# CITY COUNCIL WORK SESSION

Tuesday, January 02, 2024 at 6:00 PM  
Council Chambers and YouTube Livestream

Website: [www.forestparkga.gov](http://www.forestparkga.gov)  
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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

## APPROVED MINUTES

**CALL TO ORDER/WELCOME:** Mayor Butler called the meeting to order at 7:01 pm.

**ROLL CALL - CITY CLERK:** A quorum was established by the City Clerk.

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		✓

Jeremi Patterson, Deputy Finance Director; John Wiggins; Finance Director, SaVaughn Irons, Planning & Community Development; Javon Llyod, PIO, Shalonda Brown; Director HR, Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Nigel Watley; Deputy Public Works Director, Bruce Abrahams, Director of Economic Development; Latosha Clemons; Fire Chief, David Halcome, Deputy Fire Chief; Tarik Maxwell, Recreation and Leisure Director; Joshua Cox, IT Director; Rodney Virgil, IT Level 2 Support Engineer; Derry Walker, Code Enforcement Director; Dorth Roper-Jackson; Court Administrator, Pauline Warrior; Senior Management Analyst, and Danielle Matricardi, City Attorney.

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

It was moved to adopt the agenda as presented.

Motion made by Councilmember Antoine, Seconded by Councilmember James.

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

**OLD BUSINESS:**

1. **Council Discussion and Update on the Rollout of the City of Forest Park's Housing Rehabilitation Program (HOME) for Senior Residents (aka, "Legacy Residents") of Owner-Occupied Housing in the City- Executive Offices**

**Background/History:** The American Rescue Plan Act (ARPA) of 2021 appropriated funds that local municipalities could use to aid Disproportionately Impacted Households and Communities. Such improvements will increase the lifespan of the City of Forest Park's housing stock, work to address housing inequities, and stabilize home values for the neighborhood and the residents, who were significantly impacted during the Great Recession and the COVID-19 pandemic.

**Action Requested from Council:** Update regarding the Application Rollout on the City's website for the application period that ends on February 9, 2024.

**Pauline Warrior, Senior Management Analyst** - gave a brief update and noted the HOME application will be open until February 9, 2024, and can be accessed on the city website. Ms. Warrior also mentioned that anyone who needs help applying can do so in person at City Hall. Ms. Warrior noted that the program will be spread out to allow residents to apply.

**City Manager Clark**- noted Mayor Butler asked that this be spread out so that the residents have access to complete the grant. He noted it had been set up for the residents to come in and get actual help completing their application. He noted there is a video and 11 Alive came out to do some positive press about this program.

**Comments/Discussion from Governing Body:**

**Councilmember James**- noted she was excited and sent a blast out.

**Councilmember Antoine**- wanted to make sure Ward 2 was in the know. He noted that he has been spreading the word.

**Councilmember Gutierrez** – noted he is excited to share the sentiments of the City Manager. He thanked the governing body for moving forward with this and giving back to the people.

**Councilmember Akins Wells**- thanked them and Mr. Clark for making this happen.

**Councilmember Mears** – noted he was glad to see this and that there are many elderly people in Forest Park who need help.

**City Manager Clark**- added that they went with the system they used because they can provide the governing body with monthly reports. He noted they will know which members in their Ward applied for

the grant. Mr. Clark noted the system would also, issue the information in Spanish. He noted that the Rental Assistant portion will also be added to this system.

**Mayor Butler** – noted she knows that it tracks everything. She wanted to know if someone started the application and did not complete it, would they get that information to reach out.

**City Manager Clark**- noted yes. It has two (2) parts, and they are pre-qualifying. They will enter their information to move forward with applying for the grant. He noted if they receive a denial letter, it will state why, and they can go back in and reapply.

**Councilmember Antione**- asked what the budget was for both programs.

**City Manager Clark**- noted three years ago that \$1,300,000.00 was appropriated for Home Repair. The Rental Assistance there had a 3<sup>rd</sup> party entity contract, but the program was brought in-house, and \$50,000.00 is appropriated for that. However, it still must be related to a Covid need.

**Mayor Butler**- noted this is just the first wave of the Home Initiative for the Legacy Residents. If funds remain, the second will be for others under 62.

**City Manager Clark**- noted the deadline for the Legacy Residents is February 9<sup>th</sup>. Then, it will be opened to the entire community.

## NEW BUSINESS:

### 2. Council Discussion and Approval of the Appointment of Mayor Pro Tem – Executive Offices

#### Background/History:

Per the City Charter, at the first regular meeting in January of each year, the governing body shall elect a mayor pro tempore from its membership for one (1) year. The mayor pro tempore shall perform the duties of the mayor during her absence from the city or her disability. The Mayor Pro Tem for 2023 was Councilwoman Kimberly James.

Mayor Butler- noted this has been done several ways, and asked if the Council had any recommendations.

#### Comments/Discussion from Governing Body:

**Councilmember James**- noted she does not have any recommendations.

**Councilmember Antione** – noted he does not have any recommendations.

**Councilmember Gutierrez**- noted he does not have any recommendations.

**Councilmember Akins-Wells**- noted she has no recommendations.

**Councilmember Mears**- noted he has no recommendation.

Councilmember Antione asks for a point of Order. He wanted to know about the appointment of the Mayor Pro-Tem.

**Mayor Butler** - noted that it must be voted on during the Regular Session.

3. **Council Discussion and Approval of the Appointment of Dorothy Roper-Jackson as the Court Administrator-** Executive Offices

**Background/History:**

On December 4, 2023, Dorothy Roper-Jackson was named the sole finalist and nominated by the City Manager for the position of Court Administrator. As the statutorily required two-week period has ended, the City Manager is now seeking the full appointment of Dorothy Roper-Jackson as Court Administrator.

**City Manager Clark-** noted that Dorothy Roper-Jackson has hit the ground running and has identified many things operationally, that can enhance the Municipal Court system. He noted she has gone through this transition of separating the court from the Police Department, in her previous role of Court Administrator for the City of Clarkston.

**Dorthey Roper-Jackson-** noted she is overjoyed to be here and a part of the City of Forest Park. She noted she will do her best to move the process forward.

**Comments/Discussion from Governing Body:**

**Councilmember James** – welcomed her aboard.

**Councilmember Antione-** welcomed her to the All-Star team. He noted if she needed anything to reach out.

**Councilmember Gutierrez** – welcomed her for being a part of the family.

**Councilmember Akins-Wells-** welcomed her and thanked her for what she had done and what she would be doing.

**Councilmember Mears** – welcomed her aboard from Ward 5

**Mayor Butler** – welcomed her.

4. **Council Discussion and Update on the Waste Management Contract** – Executive Offices

**Background/History:**

The final contract for Waste Management was approved in February of 2023. Since then, we have had the opportunity to review the service and take necessary measures to improve service delivery. As part of the contract, Waste Management agreed to a donation in the amount of \$5,000 for the purposes of creating a recycling program and educating the public on the actual service.

To ensure that the governing body is kept in the loop, and has the opportunity to review said contract, waste management is present to provide an update on the service and take any/all questions from the governing body.

**City Manager Clark-** noted Waste Management was not present and will contact their team to see what happened.

5. **Council Discussion and Approval of a Budget Amendment in the amount of \$4,300,485 in Increased Revenues for the American Rescue Plan Act (ARPA) Fund-** Finance Department

**Background/History:**

Before the FY223-24 budget's adoption, the Department of Finance committed to diligently monitoring funding and revenues for accuracy. Consequently, a budget amendment is now being sought to reflect an additional \$4,300,485 in revenues. This adjustment will enhance the American Rescue Plan Act (ARPA) Fund from the initially budgeted \$798,264.00 to a revised total of \$5,098,749.00.

**Finance Director John Wiggins-** noted he is seeking approval to update the **budget** through a budget amendment. He noted there is already \$4,000,000.00, and they will place that in the books, to move forward with the responsibilities they are supposed to for the state. It is to finish the APRA Funds and ensure that the projects obligated are done and the money is used by 2025.

**Comments/Discussion from Governing Body:**

**Councilmember James-** asked if it was accounted for in the budget.

**John Wiggins-** noted there was only \$798,000.00 accounted for, and they are trying to put the rest of it in there.

**City Manager Clark** – noted for clarification the project list is the same, and this is just a cleanup. He noted he will provide the governing body with the actual project list, to remind them of what they are. He noted this includes some of the sidewalks that were approved because the money allocated was not enough.

6. **Council Discussion and Approval of a Budget Amendment in the amount of \$281,020.00 for TYMCO 600- " The Street Sweeper"- Finance Department**

**Background/History:**

Due to an unexpected shipment delay with the initial purchase of a TYMCO 600 Street Sweeper, the Public Works Department requests a budget amendment to transfer \$281,020.00 from the Unrestricted Fund Balance to cover the cost of the already approved capital expense.

**John Wiggins-** noted that this is just a budget amendment to ensure the funds are in this budget because it was budgeted last year but carried over to this year. This is to stay in compliance with GAP, and when the auditors come, they will see they purchased and received the Street Sweeper in this Fiscal Year, so they will not receive a ding in the audit. He noted it was just another cleanup.

**Councilmember Gutierrez** – asked when they will see it in action on the streets.

**City Manager Clark-** noted it is already in action; it was out today in Ward 2.

7. **Council Discussion and Approval to purchase fifteen (15) Flock Cameras for the Police Department in the amount of \$72,250.00-Police Department**

**Background/History:**

The Forest Park Police Department conducted a thorough examination in 2022 to identify the most effective license plate readers, and Flock Safety emerged as the top choice. Subsequently, the Mayor and Council approved the acquisition of 10 LPR cameras to ensure comprehensive coverage across the city.

Since taking office earlier this year, a reassessment of our needs revealed the necessity for additional cameras to cover the entire city adequately. These license plate readers are invaluable tools for law enforcement, particularly in the realm of investigations.

**Comments/Discussion from Governing Body:**

**Chief Criss-** noted they have (ten)10 Flock Cameras for the entire city, which is not enough. He noted they would like to purchase (fifteen) 15 more, and the amount shown is to renew another year of the current Flock Cameras. He noted the project will be funded from the Red Speed account.

**Councilmember Antione-** asked the chief to share what is good about having a licensed place reader. He noted he supports it.

**Chief Criss-** noted it is not necessarily Big Brother watching over you. The license plate reader is more to gather data information. It can tell us if vehicles are stolen, registration is expired, and no insurance. We have also used it to solve crime.

**City Manager Clark-** noted it is also the commonly known used system that law enforcement agencies use. He noted Chief Chris had accessed thousands of cameras over the State of Georgia.

**Councilmember Gutierrez –** wondered if these cameras were the ones that go in the car.

**Chief Criss-** noted they were the ones that go on the pole throughout the city.

**Councilmember Gutierrez-** asked if they would ever get the technology that recognizes bullets.

**Chief Criss-** noted that what was approved was ShotSpotter, which is a gunshot detection device, and that device is up and running. He noted the chief has his support.

**Councilmember Akins Wells-** noted she supports whatever will help him be successful and them so that they are safe.

**Councilmember Mears-** noted he is doing a great job, and they should do anything to make the job easier and the citizens safer.

**Chief Criss-** noted this technology does just that.

**Mayor Butler-** wanted to know if the funds were not in the Red Speed account, where would the difference come from?

8. **Council Discussion and Approval to Authorize a Contract for Perkins Park Basketball Court in the amount of \$59,750.00–** Public Works

**Background/History:**

As part of our effort to renovate pocket parks around the City, we have received bids for the renovation of Perkins Park. Penalzoza Designs & Construction LLC was the winning bidder to replace the basketball court. Staff recommends approval of the contract. Penalzoza Designs & Construction LLC will provide all services, materials, and labor for the construction of the Basketball Court. This includes building and construction materials, necessary labor, and all the tools and machinery needed to complete construction. The account line for the project is 100-20-1110-54-2507.



**Public Works Director, Bobby Jinks**- noted they had been in conversation about the pocket parks and had an allowance goal of \$65,000.00. He noted they reached out to numerous companies, and this one to Mr. Clark, and he decided that he met his standards.

**City Manager**- noted if they recall, they were using some additional monies that they had through Tax Sales to fund all the pocket parks. The City Manager noted that they will present a type of playground equipment at the next meeting. He noted that if they can order in bulk for all of the pocket parks, they can get them at a reduced cost. He noted he would like all the equipment to look the same as they go on the journey to enhance the parks. He noted if the Council would allow it, it would be much easier to order the playground equipment.

#### **Comments/Discussion from Governing Body:**

**Councilmember James**- thanked them for the work they are doing. She wanted to know if the company they were using was vetted well and wanted to know where they were from.

**Bobby Jinks** – he stated it is a local company. He noted it is hard to get contractors to come to Forest Park to give them a price.

**City Manager**- noted they want to ensure contractors know what they are doing so they are not spending money on the back end of going back to correct their work. He noted that for the individuals who may not want to bid in Forest Park, it is their loss. Mr. Clark noted that their contract is airtight, and if something goes wrong, the company is responsible, and they are made to do a bond for this project. They are reputable, and they will fix everything.

**Councilmember Gutierrez**- noted the company built one of the ramps for one of the seniors, and they did it for free.

**Councilmember Akins Wells** – thanked them for everything. She noted she would like the Mayor and the Council to be fair regarding the parks. She noted not every park has what Ward 4 has.

**City Manager**- noted it was great to go through this with Councilmember Wells because she wanted to do the parks before the money was designated. He noted they are not looking to fund this just with the capital project money. He did not think it would be fair because they are city parks.

**Councilmember Mears**- thinks it is a good thing to see this get started and noted that some of the parks need some drainage, landscaping, roofing, and picnic sheds to bring them up to par.

**City Manager Clark** -noted they are doing a tour this week to see what the parks need. He noted they are replacing the piping, adding new mulch, and upgrading all the playground equipment at each park.

**Mayor Butler**- asked if they considered parking.

**City Manager Clark**- noted they had not and asked the Mayor if there were particular parks they needed to focus on for parking.

**Mayor Butler** – noted in Ward 5 that there is no designated parking, and Perkins has somewhat of a parking lot that is very narrow. She asked them to consider it as they went to each park.

**Councilmember James**- asked them to consider these are neighborhood parks, and she does not want a lot of parking; she wants the people to be able to enjoy their parks.

**Mayor Butler-** introduced the new City Attorney, Danielle Matricardi of Denmark and Ashby.

**City Attorney, Danielle Matricardi-** noted she was looking forward to working with the City of Forest Park. She noted they are the biggest city and greatly impact Clayton County. She thanked them for the warm welcome.

**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 6:35 p.m. for Personnel, Litigation, or Real Estate matters.

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

It was moved to reconvene back into the Council Work Session at 7:01 pm.  
Motion made by Councilmember Mears, Seconded by Councilmember Antione.  
Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

**ADJOURNMENT:**

It was moved to adjourn the January 2, 2024, Council Work Session at 7:01 pm.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.  
Voting yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Wells, and Councilmember Mears.

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-1555.