



**CITY OF FOREST PARK
DEVELOPMENT AUTHORITY REGULAR MEETING**

Wednesday, March 01, 2023 at 5:30 PM
Planning Building and Zoning Courtroom

Website: www.forestparkga.gov
Phone Number: (404) 363.2454

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Billy Freeman, *Chairman*

Alvin Patton, *Vice Chairman*

Felicia Davis, *Member*

Hector Gutierrez, *Member*

Bennett Joiner, *Member*

Victoria Williams, *Member*

Rhonda Wright, *Member*

MEETING NOTICE:

Due to COVID-19, CDC requirements of masks and social distancing will be adhered.

CALL TO ORDER/WELCOME:

Vice Chairman Alvin Patton, called the Development Authority meeting on March 1, 2023, to order at 5:36pm.

PRESENT:

Billy Freeman
Alvin Patton
Victoria Williams
Rhonda Wright

ALSO PRESENT:

Kirby Glaze, DA General Counsel
Bruce Abraham, Economic Development Director
Charise Clay, Economic Development Staff Assistant

ABSENT:

Felicia Davis
Hector Gutierrez
Bennett Joiner

APPROVAL OF MINUTES:**OLD BUSINESS:**

1. Update: Zaxby's and Main Street townhomes

Bruce Abraham, gave the update on Zaxby's and the townhomes:

- Zaxby's: The water waiver letter was denied by City Council for Zaxby's. Bruce says the builders next step is to go back to the Clayton County Water Authority and figure out another way to get their water permit so their land disturbance permit can be issued.
- Townhomes on Main Street: Bruce and the Planning, Building, and Zoning Director recently met the group. They informed him that the engineers are responsible for the delay in the project. Once they can get the plans from the engineer, they can begin pulling permits. There is expected to be about 30 townhomes being built.

NEW BUSINESS:

2. Approval of Architectural, Engineering, and Management Budget- 850 Main Street

Chairman Freeman, discussed the Architectural, Engineering, and Management Budget- 850 Main Street

- An architect and engineer will be the construction managers for the build out of 850. This is the same architect that drew the renderings for 850 that were previously presented to the board. The fee associated with their service is \$177,000.

Victoria Williams made a motion to approve the architectural, engineering, and management budget. Rhonda Wright seconded the motion. Motion approved unanimously.

3. Joint Economic Development Retreat

Charise Clay, discussed the joint retreat:

- April 1, 2023 is the new proposed retreat date. An agenda hasn't been shared about what will be discussed at the retreat or a location on where it will be held. Bruce Abraham, noted that in a previous meeting about the retreat, it was said that every board would conduct a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis on their board.

OTHER DISCUSSION: Victoria Williams made a motion to amend the agenda to include rental rate increase at 751-771 Main Street. Rhonda Wright seconded the motion. Motion approved unanimously.

- Chairman Freeman led the discussion:
 - The rent currently is \$500 a month for everyone, no matter the size of their unit. Tenants are on month-to-month lease terms. Bruce Abraham spoke with Mike White of Franks & White, the DA Property Manager, about the rate increase as well. It was suggested that the smaller units around 500 sq. ft. lease for about \$750 per month and the larger units around 700 sq. ft. lease for about \$1,000 per month. The board is considering adding additional requirements for tenants for leasing.

Victoria Williams made a motion to table the rental rate increase. Rhonda Wright seconded the motion. Motion approved unanimously.

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

Victoria Williams made a motion to end the regular meeting and enter Executive Session at 5:55pm. Rhonda Wright seconded the motion. Motion approved unanimously.

Victoria Williams made a motion to exit Executive Session at 6:04pm. Rhonda Wright seconded the motion. Motion approved unanimously.

Victoria Williams made a motion to purchase 842 Main Street for \$205,000. Rhonda Wright seconded the motion. Motion approved unanimously.

ADJOURNMENT:

Victoria Williams made a motion to adjourn the meeting at 6:04pm. Rhonda Wright seconded the motion. Motion approved unanimously.

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.