



CITY OF FOREST PARK
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

Thursday, February 22, 2024, at 3:00 PM
Council Chambers

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

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Angelyne Butler, *Chairwoman*
Nachae Jones, *Vice Chairwoman*
Jacklyn Faith, *Member*
Nancy Howard, *Member*
Tre Holland, *Member*
Dhaval Shah, *Member*
Eric Stallings, *Member*

CALL TO ORDER/WELCOME:

Chairwoman Butler called the Downtown Development Authority Regular Meeting of February 22, 2024, to order at meeting 3:06 p.m.

ROLL CALL:

Angelyne Butler
Nachae Jones
Jacklyn Faith
Tre Holland

ALSO PRESENT:

Rickly L. Clark, Jr., City Manager
Winston Denmark, City Attorney
Danielle Matricardi, City Attorney
Bruce Abraham, Economic Development Director
Rochelle B. Dennis, Economic Development Project Manager
John Wiggins, Finance Director
Jeremi Patterson, Deputy Finance Director
Bobby Jinks, Public Works Director
SaVaughn Irons-Kumassah, Principal Planner

APPROVAL OF MINUTES:

1. Jacklyn Faith made a motion to approve the November 9, 2023, Special Called Meeting Minutes and the January 25, 2024, Regular Meeting Minutes. The motion was seconded by Tre Holland and unanimously approved.

OLD BUSINESS:

2. **Main Street Program Update:**
 - Rochelle B. Dennis provided an update on the DDA's application status with the Georgia Main Street Program. She additionally provided a draft sample of a branded quarterly report detailing Main Street events and activities. Mr. Clark suggested that staff also create video highlights displaying Main Street events and development activities. The Economic Development staff will work with the Public Information Office on the creation and promotion of these video reels.
3. **FY 2023-2024 Budget Amendment:**
 - Finance Director John Wiggins reported that the budget amendments are complete. Budgeted funds were moved from line 1412 to increase line 1411. Budgeted funds were moved from line 1412 to increase line 1414.
3. **4950 Courtney Drive and 4882 Hale Road Demolition:**
 - Per staff recommendations, Jacklyn Faith made a recommendation to accept the proposal and move to a contract with Kissberg Construction, Inc. for the demolition of 4950 Courtney Drive for \$24,550 and the demolition of 4882 Hale Road for \$25,845. Tre Holland seconded the motion and it unanimously passed.

NEW BUSINESS:

6. **Finance Report:**
 - Finance Director John Wiggins provided the DDA Finance Report including a monthly Expenditure Report and YTD Budget Report.

EXECUTIVE SESSION:

(Executive Session may be called for issues concerning Personnel, Litigation or Real Estate)

- Jacklyn Faith made a motion to enter executive session at 3:28 p.m. Tre Holland seconded the motion. The motion passed unanimously.
- Tre Holland made a motion to exit the executive session and reconvene the regular meeting at 4:58 p.m. Jacklyn Faith seconded the motion. The motion passed unanimously.
- **Partnership with Clayton County Development Authority:** Tre Holland made a motion to accept a Letter of Intent from the Clayton County Development Authority for the development of Main and College Streets. The motion was seconded by Jacklyn Faith. The motion passed unanimously.
- **4523 Ernest Drive:** Tre Holland made motion to authorize getting estimates for the renovation of 4523 Ernest Drive. The motion was seconded by Jacklyn Faith. The motion passed unanimously.
- **4894 College Street:** Tre Holland made a motion to ratify the purchase of 4894 College Street. The motion was seconded by Jacklyn Faith. The motion passed unanimously.

ADJOURNMENT:

Nache Jones made a motion to adjourn the meeting at 5:01 p.m. Tre Holland seconded the motion. The motion passed 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.