



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

Thursday, December 16, 2021 at 5:30 PM  
Council Chambers

**Website:** [www.forestparkga.gov](http://www.forestparkga.gov)  
**Phone Number:** (404) 363.2454

**ECONOMIC DEVELOPMENT**  
745 Forest Parkway  
Forest Park, GA 30297

## MINUTES

**Angelyne Butler**, *Chairwoman*  
**Steve Bernard**, *Vice Chairman*  
**Ed Taylor**, *Secretary*  
**Nachae Jones**, *Member*  
**Eric Stallings**, *Member*  
**Jacklyn Faith**, *Member*  
**Nancy Howard**, *Member*

### MEETING NOTICE:

Due to COVID-19, CDC requirements of Masks and Social Distancing will be adhered.

### CALL TO ORDER/WELCOME:

Chairwoman Angelyne Butler called the Downtown Development Authority meeting on December 16, 2021, to order at 5:31 PM.

### Present:

Angelyne Butler, Chairwoman  
Nachae Jones  
Eric Stallings  
Jacklyn Faith  
Nancy Howard

### Also Present:

Mike Williams, City Attorney  
Dr. Marc Cooper, City Manager  
Bobby Jinks, Public Works Director  
Bruce Abraham, Economic Development Department Director  
Kisha Bundridge, Economic Development Staff Assistant  
Charise Clay, Economic Development Staff Assistant

**Absent:**

Steve Bernard  
Ed Taylor

**Approval of Minutes**

1. Approval of Minutes from Downtown Development Regular Meeting September 23, 2021
2. Approval of Minutes from Downtown Development Special Called Meeting November 4, 2021

Eric Stallings made motion to approve the proposed Regular meeting minutes from September 23, 2021 & November 4, 2021.

Jacklyn Faith seconded. Roll call for approved. Motion approved unanimously.

**OLD BUSINESS:**

3. Economic Development Department Update

Bruce Abraham, Economic Development Director, updated the board on the following Main Street projects:

- There are 50 townhomes are being built on Main Street, in the \$200,000-\$225,000 price range. Bruce Abraham explained the developer needs a contractor, and their elevation plans have to be approved.
- There are 20 townhomes being built where the old theatre used to be. The old theatre was demolished and cost \$80,000.
- Plans for a deck being built between buildings 771 and 751 on Main Street are under way. Delays are occurring due to foundation issues.
- Zaxby's plans have been approved and supposed to close in January.
- The Development Authority allocated \$200,000 for Façade Grants on Main Street. The grants are to assist business owners on Main Street remodel the front of their buildings, so they look more commercial. The awards are for up to \$25,000 and require a 20% match from the business owner. Three grants have already been awarded.
- The proposed pedestrian bridge starting at Bill Lee Park and ending at Star Park is on hold while the Economic Development Department and Planning & Community Development Department search for funding to kick off the project. Nancy Howard questioned the limited parking near Lee Park and the 771 building. Bruce confirmed more parking is being created at the 771 building.

**NEW BUSINESS:**

4. Business Incubator Discussion

Bruce Abraham, Economic Development Director, provided the following information about business incubators:

- A business incubator is a support process that accelerates the successful development of startup and fledgling companies by providing entrepreneurs with an array of targeted resources and services. These services are usually developed or orchestrated by incubator management and offered both in the business incubator and through its network of contacts.
- Potential associated costs with developing a business incubator range from \$30,000 to \$1 million.

**EXECUTIVE SESSION:**

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

**ADJOURNMENT:**

Nachae Jones made motion to adjourn the Downtown Development Authority Regular Meeting at 5:53pm.

Nancy Howard seconded.

Roll call for approval. 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.*