



**CITY OF FOREST PARK**  
**URBAN REDEVELOPMENT AUTHORITY REGULAR MEETING**

Thursday, September 14, 2023 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

**Kimberly James, Chairwoman**  
**Eliot Lawrence, Vice Chairman**  
**Debra Patrick, Member**  
**Marisol Sconiers, Member**  
**Avery Wilson, Member**

### CALL TO ORDER/WELCOME:

Chairwoman James called the Urban Redevelopment Authority meeting on September 14, 2023, to order at 5:34pm.

### PRESENT:

Kimberly James  
Debra Patrick  
Marisol Sconiers  
Avery Wilson

### ALSO PRESENT:

Mayor Butler  
Ricky L. Clark, Jr., City Manager  
Michael Williams, City Attorney  
Billy Freeman, Jr., Development Authority Chairman  
Bobby Jinks, Public Works Director  
LaShawn Gardiner, Planning & Community Development Director  
Bruce Abraham, Economic Development Director  
Rochelle Dennis, Economic Development Project Manager  
Charise Clay, Economic Development Staff Assistant

### APPROVAL OF MINUTES:

1. Approval of August 10, 2023 Meeting Minutes

Debra Patrick made a motion to approve the August 10, 2023 meeting minutes. Avery Wilson seconded the motion. Motion approved unanimously.

### OLD BUSINESS:

#### 2. N.W. Property Deeds

Michael Williams delivered the update:

- The Army is prepared to release that land over to the URA. The board authorized the chair to sign documents confirming the transfer at their last meeting and those documents have been sent to the Army. The only outstanding task is the confirmation from the Army confirming the transfer has been filed with the property records. These actions will confirm that the property belongs to the URA.

#### 3. Retention Ponds on N.W. Property

Bruce Abraham delivered the update:

- Oasis has informed Mr. Abraham about the potential pitfalls with the URA owning the retention ponds. The ponds total about 130 acres. The mechanical drains on the ponds haven't been maintained in many years. Residential areas near the ponds sometimes flood when the ponds overflow. Mr. Abraham consulted Falcon Engineering about ways to remedy the problem, but their quoted prices were astonishing. Mr. Montelone of Oasis Consulting offered Mr. Abraham background research that was collected by Walden, Ashworth, & Associates, an engineering firm. The report gives recommendations on how to keep the ponds from deteriorating and what maintenance on the pond would look like. Based on their visual observative, they provided 7 steps that could be taken to remedy the issue. He recommends that the board allow him to gather estimates for an ongoing maintenance contract on the ponds. Attorney Williams suggested that Mr. Abraham contact Clayton County Water Authority to assist with accessing the ponds.

#### 4. Rateree & Anvil Block Rd. Striping and Signage

Bruce Abraham delivered the update:

- In a previous meeting, Mr. Abraham was advised to contact Falcon Engineering to manage the project and find striping & signage companies that could do the work. He also contacted 9 paving companies for an estimate on the project and was told by half of them that the job was too small, or they didn't have the equipment to perform the work. He also talked to Mr. Freeman, owner of Technique Concrete & Construction, about taking on the project. Mr. Clark suggested that he contact the County as well, as they do striping & signage also.

#### 5. M&M Driveway Clean Up, Flankers Connector

Michael Williams delivered the update:

- M&M has a desire to come to the next URA meeting to give an update on the tasks they've completed since the Zoom call they had with him. He shared the meeting recording with the board members so they could be abreast of what M&M has committed to doing. The first order of business for them is to cease operations on the site and remove the trailers. An engineering firm will then resurvey that site and prepare remediation plans, so their site can be configured properly. The city's engineers have previously toured the site with the property owners and identified several deficiencies based on plans submitted to Lake City. The owners acknowledged those deficiencies and committed to correcting them. When Attorney Williams requested a timeline on the project, M&M was unable to describe one based on the nature of the project. He also recommended crafting a letter formally acknowledging the improvements M&M committed to make, similar to a Memo of Understanding. The Chair requested that the barriers previously placed at the site's entrance be located and returned back to the City.

**NEW BUSINESS:**

## 6. Remaining Property at Gillem

Bruce Abraham delivered the update:

- He requested a summary of the remaining properties from Valentino & Associates, the city's surveyor. The largest property mentioned is the Wherry Housing complex. The complex measures around 34 acres and is next to the newly opened Blue Star Studios. Available properties included strips of land near the new and old fire stations and small stream buffer parcels. He also informed the board that some additional EPD/Brownfield reporting is still needed. Mr. Abraham will bring the report for the board's review at the next URA meeting. Attorney Williams informed the board that reporting on the environmental had been done in the past and throughout the transition. He explained to the board that the reporting being discussed now is for the URA to have the land classified in the Brownfield program, since they are now the owners. Mr. Abraham said he would bring back a report from Oasis Consulting about the requirements for the Brownfield program.
- The Chair requested an update on the final plat. Attorney Williams informed her that the plat is done but hasn't gone before the Planning Commission for approval.

## 7. Financial Report

Charise Clay delivered the update:

- As of August 31, 2023, the URA account balances are: \$5,152,778.45 in the URA Checking account, \$824,276.45 in the Sinking Fund, and \$34,551,222.92 in the Capital Project Fund.
- The Property Owner Association fees were discussed. Mr. Clark informed the board that he made a request to the POA that all the fees be extinguished. They've tentatively agreed to that under the condition that the POA would donate \$50,000 to the City of Forest Park for the procurement of a police officer. The POA fees that the URA pays would contribute to the fees for the officer.
- The Chair also requested a status update on the closure of an Escrow account. Attorney Williams says the account is still open and a few payables on recent projects need to be paid from that account. He also noted that the account should be closed before the next board meeting. She also inquired about the project fees and where the budget stood for the public safety building at Gillem. Mr. Clark informed her that every Thursday Mr. James Shelby (City's Project Manager), himself, and Falcon Design meet to go over all the projects they are working on. They are still awaiting final pay outs for the public safety building before they can determine all the revenues and expenditures for the project.

## 8. Economic Development Update

Bruce Abraham delivered the update:

- The Economic Development Department continues to manage the landscaping on Main Street and at Gillem Logistics Center. With the colder months approaching, the services will be on an as needed basis.
- Blue Star Studios: They completed the painting of their water tower. The URA still has an obligation to get the trees cut down around the base of the tower. The Public Works department agreed to cut the trees down at a previous meeting once the tower was painted. In coordination with the studio, a film strategy is being crafted. They are interested in creating a *Look Book* that showcases film friendly City owned properties. The current film fees and filming ordinance are also being revised.
- The POA plans on giving the Forest Park Police Department access to the cameras at Gillem Logistics Center to monitor activity.
- The Economic Development Director & Project Manager recently met with Clorox. They are also trying to work with the Forest Park Police Department to give them access to their camera system.
- The Forest Park Business Association has a meeting coming up. The plan is to host the meeting at Blue Star Studios.

- Community Improvement District: Mr. Abraham has been partnering with Mr. Clark on the CID project. The CID is a self-taxing project for all the businesses in the area for local improvements.
- Humvee transfer: There was a total of 5 Army Humvees left at Gillem from the Army. The City Council approved the transfer of 2 of them to a Veterans group. A celebration is being planned for the transfer. The group will add the Humvees to their Veterans Museum in McDonough, GA.
- Business Visitation: He hopes to visit at least 1 big business a week. The goal is to form relationships with them to access business needs. He will in turn inform the necessary departments within the City to rectify those issues, if applicable.
- Old Fire Station RFP: There had been previous discussions about issuing an RFP for the redevelopment of that facility. Mr. Clark informed everyone that Fire Command Staff still occupies the building. He's working diligently to find them an alternative facility. The issuance of that RFP will be delayed until Fire Command is relocated.
  - The RFP for 842-850 Main Street is complete. The Economic Development Department had been tasked with releasing RFPs for additional properties throughout the City. A meeting will be planned for developers to showcase those properties.
- Veteran's Museum: A facility to house the museum is still needed. Mr. Clark suggested talking to Colonel Butler; current Enclave Manager at Gillem, about possibly advising the board on setting up a museum.

#### 9. Trilith Studios Tour

Charise Clay delivered the update:

- Trilith Studios is a tv and film studio that recently opened in Fayetteville, GA. They've built an entire community with housing and restaurants surrounding the studio. There has been a request made for board members to tour the studio and surrounding areas. A Saturday morning would work best for the board.
- The board also wants a tour of the Old Fire Station at Gillem. Ms. Clay will contact Fire Command Staff for approval and availability prior to scheduling the tour with the board members.

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

Avery Wilson made a motion to enter the executive session at 6:10pm. Debra Patrick seconded the motion. Motion approved unanimously.

Avery Wilson made a motion to exit the executive session at 6:53pm. Marisol Sconiers seconded the motion. Motion approved unanimously.

#### **ADJOURNMENT:**

Avery Wilson made a motion to adjourn the meeting at 6:54pm. Marisol Sconiers 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.*