



CITY OF FOREST PARK
URBAN REDEVELOPMENT AUTHORITY REGULAR MEETING

Thursday, July 28, 2022 at 5:30 PM
Virtual Meeting Via Zoom and YouTube Livestream

Website: 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

MEETING NOTICE:

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

CALL TO ORDER/WELCOME:

Vice Chairman, Eliot Lawrence called the Urban Redevelopment Authority Meeting on July 28, 2022, to order at 5:53pm.

Present:

Kimberly James (arrived at 6:33pm)
Eliot Lawrence
Marisol Sconiers
Avery Wilson

Also Present:

Mike Williams, City Attorney
Bobby Jinks, Public Works Director
Bruce Abraham, Economic Development Director
Charise Clay, Economic Development Staff Assistant

Absent:

Debra Patrick

APPROVAL OF MINUTES:

1. Approval of June 23, 2022, Meeting Minutes

Avery Wilson made a motion to approve the minutes. Marisol Sconiers seconded the motion. Motion approved unanimously.

OLD BUSINESS:

2. Audit Update

Mike Williams led the discussion on the audit:

- Chairwoman James wants a comprehensive audit of the URA financials. Mauldin & Jenkins completes the annual comprehensive audit for the city and URA accounts are included. The URA is awaiting a final proposal for Mauldin & Jenkins to do an audit of agreed upon procedures regarding specific funds and revenues in hopes to reconcile the accounts. A report that shows their findings will be completed in 3 to 4 months of the audit.

3. URA Tour of Gillem Logistics Center

Charise Clay discussed the tour of Gillem:

- An email was sent to board members requesting availability dates for a tour. The tour may be in August or September and may be split into 2 groups, depending on received responses.

NEW BUSINESS:

4. Approval of URA Purchase Order Signatories

Mike Williams led the discussion on the URA Purchase Order Signatories:

- As of right now, the Chair approves all expenditures. Chairwoman James proposed that Bruce Abraham, Economic Development Director, be given additional signatory authority to approve routine expenses (bills, contract services, purchase orders, etc.).

Marisol Sconiers made a motion to approve Bruce Abraham as an additional signatory on URA routine expenses. Avery Wilson seconded the motion. Motion approved unanimously.

5. URA Budget Approval

Bruce Abraham led the discussion on the URA budget:

- With the help of Ed Wall and Dr. Cooper, the Economic Development Department constructed the draft of the 2022-2023 operating budget. The total anticipated revenue is \$8,409,184.24. The anticipated operating expenses are \$4,778,215.00. The anticipated program expenses are \$297,700.00.

Avery Wilson made a motion to table the approval of the 2022-2023 operating budget until the next meeting.

Marisol Sconiers seconded the motion. Motion approved unanimously.

6. Traffic Study Expansion to Jonesboro Rd.

Bruce Abraham led the discussion on the traffic study:

- Kimley-Horn has done most of the engineering at Gillem and is conducting a traffic study at the end of Anvil Block Rd. There is a proposal from Kimley-Horn to expand their study to Jonesboro Road.

Avery Wilson made a motion to approve a contract not to exceed \$10,000.00 for the traffic study. Marisol Sconiers seconded the motion. Motion approved unanimously.

7. Intergovernmental Agreement: URA & The City of Forest Park

Mike Williams discussed the IGA between the City & URA:

The IGA will set terms governing the relationship between the City of Forest Park and the URA. The agreement would cover things like the use of City Hall for meetings, clarify how staff supports both entities, etc.

8. Economic Development Update

Bruce Abraham gave the Economic Development update:

- Georgia Department of Transportation Meeting: Bruce and other city affiliates met with GDOT to discuss a landscaping plan for cleaning up the I-75/ Forest Parkway entrance/exit to the city. Clayton County Transportation will also be contacted to be included in developing the landscape plan.
- Pedestrian Bridge: The bridge would start at a lot near City Hall, cross Forest Parkway, and land on Main Street. Planning, Building, and Community Development Director received a grant of \$200,000 for engineering and feasibility of the project. The Development Authority agreed to a 20% grant match.
- Façade Grant: \$25,000 grants given to businesses on Main Street to update the façade of their buildings. 4 grants have been approved and 4 more are awaiting approval. Each business must pay at least 20% of the total cost of their project to be eligible for grant funding.
- POA Meeting: Property Owners Association (POA) is the property guidance authority at Gillem Logistics Center. Bruce was appointed as a representative of the city on the board. They will be meeting on August 9, 2pm at City Hall.
- Development on Main Street: Zaxby's and the townhomes on Main Street are projects still in the works. The Clayton County Water Authority is now requiring a higher level of water quality for detention ponds which has caused a hurdle to new development projects. Zaxby's engineers, city engineers, and other city affiliates will meet with Clayton County Water Authority in an attempt to resolve the matter.
- Film Ordinance: Economic Development Department staff assists film scouts with potential locations for shooting movies & videos. The hope is to make Forest Park a *film-friendly* community.
- Business Association: The association is aimed to connect large and small businesses through programming and networking. Events are coming soon.
- Fire station at Fort Gillem: A new station is being built. The old station will be evacuated by the end of the year.

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

Avery Wilson made a motion to adjourn the regular meeting and enter Executive Session at 6:43pm. Marisol Sconiers seconded the motion. Motion approved unanimously.

Avery Wilson made a motion to exit Executive Session and enter back into the regular meeting at 8:00pm. Kimberly James seconded the motion. Motion approved unanimously.

ADJOURNMENT:

Marisol Sconiers made a motion to adjourn the meeting at 8:00pm. Avery Wilson 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.*