



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

Thursday, October 12, 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 call the Urban Redevelopment Authority meeting on October 12, 2023 to order at 5:36pm

**PRESENT:**

Kimberly James  
Eliot Lawrence (via Zoom)  
Debra Patrick (via Zoom)  
Marisol Sconiers  
Avery Wilson

**ALSO PRESENT:**

Ricky L. Clark, Jr., City Manager  
Michael Williams, City Attorney  
LaShawn Gardiner, Planning & Community Development Director  
Nigel Wattlely, Public Works Deputy Director  
Bruce Abraham, Economic Development Director  
Charise Clay, Economic Development Staff Assistant

**APPROVAL OF MINUTES:**

1. Approval of September 14, 2023 Meeting Minutes

Avery Wilson made a motion to approve the September 14, 2023, meeting minutes. Marisol Sconiers seconded the motion. Motion approved unanimously.

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

Avery Wilson made a motion to enter Executive Session at 5:37pm. Marisol Sconiers seconded the motion. Motion approved unanimously.

Avery Wilson made a motion to exit Executive Session and reconvene the regular meeting at 5:54pm. Marisol Sconiers seconded the motion. Motion approved unanimously.

Avery Wilson made a motion to approve the sale of property to Technique Concrete and the quit claim deed for the property located on Rateree Road in Lake City. Marisol Sconiers seconded the motion. Motion approved unanimously.

**OLD BUSINESS:**

2. Tax Allocation District (TAD) Funding

Bruce Abraham delivered the update:

- Gillem is a part of the Tax Allocation District. An extra tax is collected by Clayton County and disbursed through TAD funds that are kept within the City. \$150,000 of TAD funds are available and can be used for the road repair at Gillem. A presentation would have to be made before City Council to request that the funds be used for the road repairs. Because the repairs are estimated to be over \$100,000, Mr. Abraham would like to have 3 estimates for the cost of the repair to present to Council before the request for funds is made. Chairwoman James discussed with Mr. Clark having City staff do the repair with respect to overtime. Mr. Clark suggested Mr. Abraham and Public Works Deputy Director, Nigel Wattle, to visit the affected areas and gauge if the repairs can be done through Public Works. If Public Works decides they can do the work, it would be performed after their normal working hours and accrue overtime.

Avery Wilson made a motion to direct staff to investigate the cost of the repairs and report their findings back to the board. Marisol Sconiers seconded the motion. Motion approved unanimously.

3. Update: M & M Driveway

Bruce Abraham delivered the update:

- Mr. Abraham recently visited the property and all the dumpsters on the site have been removed. Heavy gravel has laid down to reduce spill off from the site. M&M plans to sell the property. The board gave them 90 days to repair the previous issues with dirt runoff and they believe they can have the property sold within 90 days. M&M was invited to attend the board meeting but was unable to due to extenuating circumstances. Mr. Clark suggested a multi-jurisdictional overlay for Gillem Logistics Center. Mr. Abraham agreed to contact the City Manager of Lake City about the overlay plan and include Mr. Clark in the discussions.

4. Veterans Museum

Bruce Abraham delivered the update:

- Recently an event was held at the new Public Safety building at Gillem celebrating the turnover of 2 Humvee's to Heritage Veteran's Museum in McDonough, GA. The group brought their mobile museum as an example of the artifacts displayed in the museum. Mr. Abraham invited Mr. Joyce from the Heritage Museum to give a presentation at the next URA meeting. He also suggested that the board plan a tour of the museum around Veteran's Day.

5. Update: Tour of Trilith Studios

Chairwoman James delivered the update:

- There is a weekend tour of the studio being planned with the URA and DA. The Trilith Planner who coordinated the campus is not available for tours on the weekend, so a weekday tour will also occur. The expectation with meeting with their planner is to gain a better understating of how they built their campus and community around the studio. The board wishes to move forward with the October 21, 2023 tour date.

6. Update: URA board member email addresses

Mr. Clark delivered the update:

- He provided the board with 3 options regarding the process for getting URA board member email addresses (1. Create a distribution group, 2. Create Forest Park email addresses for all members in addition to the above, 3. Create URA email domain-URA managed). He recommended the board choose option #2, so the process can be managed by City staff. The pro of this option is that if any open records requests are made regarding the URA or its members, the city's IT department can handle it. The con of this option is that there is a cost associated with the city creating the addresses. Approximately \$15 a month for each mailbox. The URA would be responsible for the monthly cost of each mailbox. Chairwoman James recommended option 2 as well based on Mr. Clark's recommendations. Attorney Williams recommended creating an intergovernmental agreement between the City and URA for staff to manage some of the URA processes. He also suggested the board members have tablets to house their emails, so requests aren't answered on individual's personal devices. Mr. Clark recommended staff work with Attorney Williams to draft an IGA for all pertinent URA tasks.

7. Rateree Road stripe and signs

**NEW BUSINESS:**

8. Financial Report

Charise Clay delivered the update:

- As of August 31, 2023, the Capital Project fund had \$34,551,222.92. The Sinking Fund had \$824,276.45. The URA checking account had \$5,152,778.45.

**Other Discussion:** The city's Financial Advisor Ed Wall informed the board that the URA checking account wasn't accruing as much interest as it could be earning. The URA currently banks with Truist and previously wasn't charged monthly or yearly banking service fees at the expense of them not paying interest into the account. Now due to interest rates higher than when the account was first opened, he recommends Truist charging the authority for bank service fees so the account can start accruing interest. He also recommended taking the \$5.1 million in the URA's checking account and moving it into the Georgia Fund 1 program due to the Georgia Fund 1 program having a higher accrued interest rate at 5.36%. The City is only allowed 2 accounts under the program. He recommends that Mr. Abraham, Mr. Clark, and Finance Director, Jeremi Patterson, pick the highest earning account between Truist, Regions, and Georgia Fund 1 and transfer the \$5.1 million to start accruing interest. Chairwoman James requested an explanation as to why the \$34 million couldn't be transferred instead of the \$5.1 million. Attorney Williams explained that it has to do with the bonds that were taken out and the IRS' arbitrage rules surrounding the transaction. Mr. Wall will confirm with Georgia Fund 1 if the City of Forest Park can only have 2 accounts or since the URA is its own entity, can the board have 2 accounts outside of the city's 2 accounts.

9. Environmental update on property turnover

Michael Monteleone delivered the update:

- The North parcel was transferred on August 24, 2023, and the deed was recorded appropriately. Only 8% of the land in the South parcel remains to be transferred. The expectation is that the last piece will be transferred by December of 2023. The remaining payment to the Army is expected to be \$3.2 million. The entire site is classified under the Brownfield Program. The environmental insurance on the properties expires on June 30, 2026. Any additional environmental clean up that occurs after the deed has been

signed will be done by the United States Army. Landowners at Gillem also are under this provision that ensures that the Army will come back to handle any environmental clean up found during development. There is a residential use restriction placed on the transferred property from the Army to the URA. If the URA chose to develop any residential properties in the area, they would be responsible for the cost of doing so. If development occurs on the North parcel, a conversation will have to happen with the Army about what wells can be abandoned or moved. The abandonment and movement of the wells would be at a cost to the developer not the Army.

#### 10. Electric power to water tower

Bruce Abraham delivered the update:

- Blue Star Studios painted their logo across the water tower at Gillem across from their studio. They'd also like to have lights placed on the top of the tank, so the logo can be seen at night. In order to complete this task, an electric line has to be run across URA property. The electric company would need the URA's permission to place the line across their property. Attorney Williams suggests amending the current agreement with Blue Star Studios about the tower all together for additional uses.

Avery Wilson made a motion to give Blue Star Studios and Georgia Power (if necessary) permission to go on site and to determine what's needed to get power to the tank. Marisol Sconiers seconded the motion. Motion approved unanimously.

#### 11. Gillem Public Safety building escrow and cost

Bruce Abraham delivered the update:

- James Shelby, the City's Project Manager gave Mr. Abraham the following update regarding the escrow account, "The original contract was \$8,136,000.00 of that amount \$406,800.00 was placed in an escrow account as retainage. This amount will be disbursed to the contractor once the project is completed. We are currently working on closing out the project with a few items that were requested by the City as a change order, i.e., the Police logo on the Police side of the building. We are looking at the end of this month to completely close out the project."

#### 12. Gillem celebration event with Army

Bruce Abraham delivered the update:

- There has been a discussion with the City's Executive team about forming a committee to celebrate the transfer of the last piece of Army property to the URA. The goal is to invite Army and elected officials to the event. Councilwoman James has been asked to participate in the committee. The event is projected to take place in the first quarter of 2024.

#### 13. Economic Development Update

Bruce Abraham delivered the update:

- 9 RFPs for property development throughout the City has been released. Developers and real estate groups were invited to a Pre-Bid Conference as a way to roll out the RFPs and showcase the city's assets.
- The Forest Park Business Association plans to have an event in November of 2023.
- His plan is to have businesses highlighted every month through different business engagement activities.
- Blue Star Studios is having their landscaping completed.
- About 2 years ago, the Development Authority sold land to developers for 30 townhomes on Main Street. Construction on them should commence shortly.

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

Avery Wilson made a motion to enter Executive Session at 7:42pm. Marisol Sconiers seconded the motion. Motion approved unanimously.

Avery Wilson made a motion to exit Executive Session and reconvene the regular meeting at 8:15pm. Marisol Sconiers seconded the motion. Motion approved unanimously.

**ADJOURNMENT:**

Avery Wilson made a motion to adjourn the regular meeting at 8:15pm. 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.*