



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

Wednesday, February 01, 2023 at 5:30 PM
City Hall-Council Chambers

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

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Billy Freeman, Chairman
Alvin Patton, Vice Chairman
Felicia Davis, Member
Hector Gutierrez, Member
Bennett Joiner, Member
Victoria Williams, Member
Rhonda Wright, Member

MEETING NOTICE:

Due to COVID-19, CDC requirements of masks and social distancing will be adhered.

CALL TO ORDER/WELCOME:

Vice Chairman Alvin Patton, called the Development Authority meeting on February 1, 2023, to order at 5:33pm.

PRESENT:

Billy Freeman, Jr.
Alvin Patton
Hector Gutierrez
Bennett Joiner
Victoria Williams
Rhonda Wright

ALSO PRESENT:

Mike Williams, City Attorney
Kirby Glaze, DA General Counsel
Bobby Jinks, Public Works Director

Bruce Abraham, Economic Development Director
Charise Clay, Economic Development Staff Assistant

ABSENT:

Felicia Davis

APPROVAL OF MINUTES:

1. Approval of October 26, 2022, Meeting Minutes

Hector Gutierrez made a motion to approve the October 26, 2022, meeting minutes. Rhonda Wright seconded the motion. Motion approved unanimously.

OLD BUSINESS:

Amendments to the agenda: Hector Gutierrez made a motion to amend the agenda to include updates on the REBA Grant, Jasber Homes, and Pilot Payments. Rhonda Wright seconded the motion.

- **Jasber Homes:** Kirby Glaze, Jasber Homes staff, and city staff all met to discuss the progression of the project. Kirby reports that Jasber Homes' team is making an effort to complete their project under the stipulations presented in the project extension agreement given to them by the board. City staff insinuated that they are ready to issue permits.
- **REBA Grant:** The Urban Redevelopment Authority (URA) entered into an Intergovernmental Agreement with the Development Authority (DA). The URA is the entity that owns most of the property at Gillem Logistics Center. A road extension was needed during development. On behalf of the URA and Kroger, the DA applied for a REBA Grant through the state of Georgia. Grant funding was delivered in 2 pieces: \$1,000,000 to Kroger to offset the costs of building their facility and \$315,000 to the URA. After reviewing the conditions of the grant, Kirby recommends the board authorize the chair to execute the checks as a disbursement of funds for the grant.
 - Hector Gutierrez made a motion to authorize the chair to execute the checks for the REBA Grant. Rhonda Wright seconded the motion. Motion approved unanimously.
- **Pilot Payments:** The DA receives a check from Kroger in the amount of \$1,115,000.00 annually. With assistance from the City Attorney, Mike Williams, Kirby was given the bond closing documents from the original transaction to gain a better understanding for the DA of the transaction with Kroger. The authority owns the Kroger facility and Kroger leases it from the authority. Kroger lease payments are used to pay off the bonds used to develop the facility. Because the authority owns the facility, it is exempt from Ad Valorem Tax. Kroger doesn't pay real estate taxes either. In lieu of that, Kroger pays an additional payment annually, known as the, "Pilot Payment" which is in lieu of taxes. The payment price is predetermined and this year's total is \$1,115,000. Because the DA and URA entered into an Intergovernmental Agreement regarding the infrastructure improvements at Gillem, the agreement provides that each year the DA will pass that Pilot Payment to the URA/ the City. Kirby recommends that the \$1,115,000.00 from Kroger be transferred from DA to the City on the debt service payment on the URA infrastructure bonds.
 - Hector Gutierrez made a motion to authorize the Kroger Pilot Payment be passed to the URA/City from the DA. Rhonda Wright seconded the motion. Motion approved unanimously.

2. Facade Grant Approvals

Charise Clay, introduced the Façade Grant Applicants:

- 752 Main Street (Tabejo Investments DBA Revival Coworking):
 - Project Manager, Preston Brown, described the project as a collaborative workspace also known as a *coworking space*. A coworking space is office space on demand for people in and around the

city to be able to have headquarters in the city at a lower price point than average pricing in other areas. The target audience is entrepreneurs, small startups, and medium organizations. Internet, cable, mail and package handling, and meeting spaces will all be included in the space. The part of the project they are applying for with the Façade Grant is the beautification of the exterior of the building. The roof will be painted, and timber frames will be added to give it an indoor/outdoor feel. The expectation is that the project will be completed in the next 3 months.

Hector Gutierrez made a motion to approve 752 Main Street Façade Grant. Victoria Williams seconded the motion. Motion approved unanimously.

- 4905 Courtney Drive (Daffodil Pediatrics)
 - Project Manager, Preston Brown proposed to have the beautification of the area between Daffodil Pediatrics and Atlas Gym be the justification for the grant application. The area is currently mildly forested with trees. The future use of the area once cleared will be similar to a park with benches and other structures. The chairman questioned if the project falls under the category of a façade. Preston rebutted it by saying he does believe it is a façade because it's in the Main Street District and has potential walkability. A decision regarding the approval was not given.
- 4931 Phillips Drive (Atlas Strength & Conditioning DBA MultiFitness)
 - Project Manager, Preston Brown described the project as an outdoor fitness space. Funds are being requested for the development of the ground covering, fencing, and mural only. The grant will not be used for purchasing outdoor workout equipment. The chairman questioned if the project falls under the category of a façade. Preston justified the project being a façade because it's directly outside of their building.

3. DA Landscaping Contract

Bruce Abraham, discussed the DA Landscaping Contract:

- The DA has 8 lots on Main Street that require landscaping/ land maintenance. The original landscaping contractor that was approved by the board, charged the authority \$350 per lot. After reviewing the invoices, Bruce decided the authority was being charged too much and the contract needed to be renegotiated. The contractor took the price per lot from \$350 to \$187 per lot. The frequency of maintenance has also been renegotiated. During the cold months, landscaping will only occur on an as needed basis. The chairman would like for local landscaping companies to compete for the bid as well.

4. Update: 850 Main Street

Chairman Freeman, gave an update on 850 Main Street:

- 850 Main Street currently houses a dental office, Forest Park Public Safety Department, and City of Forest Park Procurement Department. The board was given architectural renderings that showed improvements and plans for the building. The estimated cost of the project is around \$1.5 million dollars. The authority will have to work with the city to determine where the City departments will go if the project comes to fruition. A possible collaboration with the DDA or another city entity might be the best way to access more financial funding for the project.

OTHER DISCUSSION: Tharon Johnson of Paramount Consulting has been conducting research on the city's development projects and updating the chairman. He informed the group that the Legislative session is happening now and his firm has been looking at ways to work with local delegation, federal government, and members of congress. He represents people in the tech industry and when the DA is ready for incubators, supporting workforce development and small businesses, he'll make sure they're in a position to have those conversations. March 29 is the last day of the legislative session. He informed the board that March 29 may be an opportunity for the board to go to the state capital and meet with state delegation to discuss all the fabulous things happening in Forest Park.

NEW BUSINESS:

5. Approval of 2023 Meeting Calendar

- The meetings are still scheduled for the last Wednesday of the month with the exception of November and December, due to the holidays. The expected November meeting will be on November 8 and the December meeting will be on December 13.

Rhonda Wright made a motion to approve the 2023 meeting calendar. Hector Gutierrez seconded the motion. Motion approved unanimously.

6. 696 Main Street Property Agreement

Chairman Freeman, gave the 696 Main Street property agreement update:

- 696 and 850 Main Street are buildings that are used by other entities within the city. An agreement between the DA & the city about the buildings wasn't found by the chair. For this board and future board members, a written agreement is needed between the city and the authority regarding those buildings, not to change anything but to define who is responsible for what. 850 Main Street is currently used by Parks & Recreation and others, but if something breaks the Development Authority is responsible for the repairs.

7. Long term plan for 750-771 Main Street

Chairman Freeman, discussed the 750-771 Main Street long term plan:

- 750-771 Main Street was originally built to be used as an incubator. The chairman suggests that new requirements be put in place for tenants. Developmental and educational guidelines will assist in the success story of those in the incubator. Possible new requirements for tenants: financial education, tenants must live in Forest Park, and tenants have a time limit to stay in the incubator.

8. Build out of 767 Main Street

Chairman Freeman, discussed the buildout of 767 Main Street:

- 767 Main Street is one of the incubator units. The space will be built out for Development Authority meetings and to handle DA business. The chairman needs a place to meet with the DA Treasurer and her current office condition aren't conducive for meeting.

9. Private Financial Audit

Chairman Freeman, discussed the private financial audit:

- It was decided that a private financial audit is not applicable right now due to so many moving financial pieces. Instead, the board has entrusted Kirby Glaze with the assistance of City Attorney, Mike Williams, to sort out any matters regarding the Development Authorities finances. Kirby suggests that the board still have a financial audit because the DA switched their accounting services from the City to a private entity. This will ensure the board starts off with a fresh start.

EXECUTIVE SESSION: (When an Executive Session is required, one will be called for the following issues: Personnel, Litigation or Real Estate)

Victoria Williams made a motion to end the regular meeting and enter Executive Session at 6:28pm. Hector Gutierrez seconded the motion. Motion approved unanimously.

Alvin Patton made a motion to exit Executive Session at 6:58pm. Hector Gutierrez seconded the motion. Motion approved unanimously.

ADJOURNMENT:

Bennett Joiner made a motion to adjourn the meeting at 7:01pm. Hector Gutierrez 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.