



**CITY OF FOREST PARK  
DEVELOPMENT AUTHORITY MEETING**

Tuesday, February 25, 2025 at 5:30 PM  
City Hall-Council Chambers, Virtual Meeting Via Zoom

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

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

## **AGENDA**

**Billy Freeman Jr.,** *Chairman*

**Alvin Patton,** *Vice Chairman*

**Felicia Davis,** *Member*

**Hector Gutierrez,** *Member*

**Bennett Joiner,** *Member*

**Victoria Williams,** *Member*

**Rhonda Wright,** *Member*

### **MEETING NOTICE:**

*CDC requirements of masks and social distancing will be adhered.*

The meeting will be livestreamed and available on the City's YouTube page- "**City of Forest Park GA**"

### **CALL TO ORDER/WELCOME:**

### **ROLL CALL:**

1. Election of Officers

### **ADOPTION OF AGENDA WITH ANY ADDITIONS/DELETIONS:**

### **APPROVAL OF MINUTES:**

- [2.](#) Approval of October 23, 2024 Meeting Minutes
- [3.](#) Approval of January 8, 2025 Special Called Meeting Minutes

**NEW BUSINESS:**

- [4.](#) Approval of 2025 Meeting Calendar

**ECONOMIC DEVELOPMENT UPDATE:**

**OLD BUSINESS:**

5. Update: 850 Main Street Redevelopment

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

**ADJOURNMENT:**

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 404-366-4720.



## CITY OF FOREST PARK DEVELOPMENT AUTHORITY REGULAR MEETING

Wednesday, October 23, 2024 at 5:30 PM  
City Hall-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

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

#### VIRTUAL MEETING NOTICE:

*To watch the meeting via YouTube-* <https://www.youtube.com/channel/UCfdKVXULX-atsOUjfM3H1zg>

The meeting will be livestreamed and available on the City's YouTube page- **"City of Forest Park GA"**

**CALL TO ORDER/WELCOME:** Vice Chairman Alvin Patton, called the Development Authority Meeting to order on October 23, 2024, at 5:31pm.

#### **PRESENT:**

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

#### **ALSO PRESENT:**

Councilwoman James, Ward 1  
Kirby Glaze, DA General Counsel

Nigel Wattley, Interim Director of Public Works  
John Wiggins, Director of Finance  
S. Marsellas Williams, Director of Economic Development  
Charise Clay, Economic Development Staff Assistant

**ADOPTION OF AGENDA WITH ANY ADDITIONS/DELETIONS:** Hector Gutierrez made a motion to remove item 3 "Update: Main Street Program & Events" and add "850 Main Street Update". Victoria Williams seconded the motion. Motion approved unanimously.

**APPROVAL OF MINUTES:**

**1. Approval of August 28, 2024, Meeting Minutes**

Bennett Joiner made a motion to approve the August 28, 2024, meeting minutes. Hector Gutierrez seconded the motion. Motion approved unanimously.

**NEW BUSINESS:**

**2. Financial Report**

- The board was given a copy of the most recent bank statement. As of September 30, 2024, liabilities and assets total \$2,266,068.12.
- Director of Finance, John Wiggins, informed the board of their findings in preparation for the annual audit. Based on their findings the City of Forest Park's Finance Department was able to conduct an interfund analysis and detail the due to/ due from on the DA accounts. The funds have already been moved. This record details the transactions and allows for a cleanup of the ledger for the audit. The DA owed the General Fund \$1,092,901.90 and owed the Urban Redevelopment Agency 585 fund \$350,000. The Downtown Development Authority owed the DA \$916,390.00.

Bennett Joiner made a motion to accept and acknowledge the transfers as reported by the Finance Director relating to when the Development Authority's funds were housed within the City. Victoria Williams seconded the motion. Motion approved unanimously.

~~3. Update: Main Street Program & Events~~

**ECONOMIC DEVELOPMENT UPDATE:**

**Director of Economic Development, S. Marsellas Williams delivered the update:**

- The final *Off The Rails* trolley tour for the season was held a few weeks ago. It was a major success and will be returning next year. He's continued to meet with realtors and real estate brokers to discuss available properties and future business opportunities throughout the City. Two Economic Development Open Houses were held for business owners and community stakeholders. Economic Development Staff assisted the Planning & Community Development Department with the Georgia Outdoors Grant. The Saturday series *Up Early on Main* happening on Main Street is drawing to an end but will return in the Spring. 2 businesses in Ward 2 were visited as Business Retention visits as well as a follow-up to a previous meeting with Clorox.

**4. 850 Main Street Update**

Bennett Joiner made a motion to allow Technique Concrete Construction to demolish the metal fixtures at 850 Main Street at no cost to the board. Hector Gutierrez seconded the motion. Motion approved unanimously.

**OLD BUSINESS:**

Victoria Williams made a motion to ratify the Chairman's signature on the Georgia Power easements for the Kroger property. Alvin Patton seconded the motion. Motion approved unanimously.

Bennett Joiner made a motion for the Chairman to sign the Right of Way deed related to the Kroger property. Hector Gutierrez seconded the motion. Motion approved unanimously.

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

**ADJOURNMENT:**

Victoria Williams made a motion to adjourn the meeting at 6:09pm. 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 404-366-4720.



**CITY OF FOREST PARK**  
**DEVELOPMENT AUTHORITY SPECIAL CALLED MEETING**

Wednesday, January 08, 2025 at 5:30 PM  
City Hall-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**

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

**MEETING NOTICE:**

To watch the meeting via YouTube - <https://bit.ly/3c28p0A>

Meetings will be livestreamed and available on the City's YouTube page - "City of Forest Park GA"

**CALL TO ORDER/WELCOME:** Vice Chairman Alvin Patton, called the Development Authority Special Called Meeting to order on January 8, 2025, to order at 5:32pm.

**PRESENT:**

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

**ALSO PRESENT:**

Kirby Glaze, DA General Counsel  
S. Marsellas Williams, Director of Economic Development  
Rochelle Dennis, Main Street Manager

Charise Clay, Economic Development Staff Assistant

**ADOPTION OF AGENDA WITH ANY ADDITIONS/DELETIONS:** Bennett Joiner made a motion to adopt the agenda without any additions/ deletions. Hector Gutierrez seconded the motion. Motion approved unanimously.

**APPROVAL OF MINUTES:**

**NEW BUSINESS:**

**Update: 850 Main Street Redevelopment**

- The metal framework on the exterior of the building has been completely replaced including all exterior windows. Stairs leading to the second story of the building are also being replaced. Renovations to the parking lot next to the building will begin within the next month. The project's budget should be ready for presentation by the next board meeting. Businesses near 850 Main St. are seeing the redevelopment happening and wondering how their businesses can be redeveloped as well. The Office of Economic Development will assist the Development Authority with placing tenants in the vacant units once the project is complete.

**OTHER DISCUSSION:**

- The DA has to determine new lease terms for the Dentist Office at 848 Main Street. This will also be a combined effort between the Office of Economic Development and the Development Authority.

**ECONOMIC DEVELOPMENT UPDATE:**

**OLD BUSINESS:**

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

**ADJOURNMENT:**

Bennett Joiner made a motion to adjourn the meeting at 5:55pm. Victoria Williams 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 404-366-4720.

# **Development Authority**

## **[DA]**

**Board meets at 5:30pm on the 4th Wednesday of every month**

**Meeting Location: Council Chambers in City Hall  
(745 Forest Parkway, Forest Park, GA, 30297)**

### **2025 Meeting Calendar**

January 22, 2025

February 26, 2025

March 26, 2025

April 23, 2025

May 28, 2025

June 25, 2025

July 23, 2025

August 27, 2025

September 24, 2025

October 22, 2025

\*November 19, 2025

\*December 17, 2025

**\*Alternative dates for Holidays**

