



CITY OF FOREST PARK
URBAN REDEVELOPMENT AGENCY REGULAR MEETING

Thursday, August 08, 2024 at 5:30 PM
Council Chambers

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

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

AGENDA

Kimberly James, Chairwoman
Avery Wilson, Vice Chairman
Eliot Lawrence, Member
Yasmin Julio, Member
Debra Patrick, Member

CALL TO ORDER/WELCOME:

ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:

ROLL CALL:

APPROVAL OF MINUTES:

1. Approval of June 13, 2024 Meeting Minutes
2. Approval of July 11, 2024 Regular Meeting Minutes
3. Approval of July 26, 2024 Strategic Retreat Minutes

OLD BUSINESS:

NEW BUSINESS:

4. Finance Report
5. URA Investments
6. Economic Development Update
7. Oakmont Gillem - Sewer Easement Termination

EXECUTIVE SESSION: *(Executive Session may be called for issues concerning 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
URBAN REDEVELOPMENT AGENCY REGULAR MEETING

Thursday, June 13, 2024 at 5:30 PM
Council Chambers

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

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Kimberly James, Chairwoman
Avery Wilson, Vice Chairman
Eliot Lawrence, Member
Yasmin Julio, Member
Debra Patrick, Member

CALL TO ORDER/WELCOME: Chairwoman James called the Urban Redevelopment Agency regular meeting to order on June 13, 2024, at 5:34 p.m.

PRESENT:

Councilmember Kimberly James
Avery Wilson
Eliot Lawrence
Yasmin Julio

ALSO PRESENT:

Ricky L. Clark, Jr., City Manager
Danielle Matricardi, Esq., City / URA Attorney
Rochelle B. Dennis, Interim Director of Economic Development
John Wiggins, Director of Finance
Bobby Jinks, Director of Public Works

ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS: Eliot Lawrence made a motion to adopt the June 13, 2024, agenda with no additions or deletions. Yasmin Julio seconded the motion. Motion approved unanimously.

APPROVAL OF MINUTES:

1. **Approval of May 9, 2024, Meeting Minutes:** Yasmin Julio made a motion to approve the May 9, 2024, meeting minutes with the correction of Debra Patrick being marked as present. Eliot Lawrence seconded the motion. Motion approved unanimously.

OLD BUSINESS:

2. **Update: Property Landscaping:** Rochelle B. Dennis presented four (4) landscape proposals for URA property at Gillem Logistics Center. The Office of Economic Development made the recommendation to accept the proposal and award landscape contract to BrightView. Yasmin Julio made a motion to approve the contract of BrightView with the addition of the City of Forest Park Public Safety Building grounds and the Old Telecom Building grounds. Eliot Lawrence seconded the motion. Motion approved unanimously.

NEW BUSINESS:

3. **Financial Report:** Finance Director John Wiggins presented the URA Finance Report through May 30, 2024.
 - The URA Army Checking account had an ending balance of \$3,852,964. The URA Kroger Checking account had an ending balance of \$684,852. Total URA Operating Cash as of May 31, 2024, was \$4,537,816.
 - URA Total Other Funding Sources ending balance as of May 31, 2024, was \$4,471,274.
 - URA Total Operating Expenses as of May 31, 2024, was \$4,308,412.
 - Director Wiggins reviewed URA Budget to Actuals as of May 31, 2024.
 - Director Wiggins reviewed all expenditures which totaled \$42,817.80 for May 2024.
 - Director Wiggins reviewed the URA Georgia Fund 1 account with an ending balance of \$4,079,748.40 as of May 31, 2024.
 - Director Wiggins will provide the URA Board with a report showing the percentage of each budget line item remaining.
 - Director Wiggins explained the bank service fees incurred on the URA accounts. Removal of the bank service fee would result in a decrease in the interest rate accrued on the accounts.
 - Yasmin Julio questioned if all URA funds are covered by the FDIC since the insurance covers up to \$1M. Director Wiggins will confer with our Truist Banking Advisor and report his findings at the July 2024 meeting.
4. **FY24-25 Draft Budget:** Interim Director Rochelle Dennis presented the draft FY24-25 URA Budget. The budget draft is 80% complete. Staff will confirm final details with the Office of Finance. The final budget will be presented for review and approval at a Special Called URA meeting by June 30, 2024.
 - City Manager Ricky Clark suggested that Interest Revenue should be at least \$200K.
 - City Manger Ricky Clark stated that the salary line item should include the supplement for the Director, Project Manager, and Staff Assistant positions in the Office of Economic Development.
 - City Manager Ricky Clark suggested that the line items for Attorney's Fees and Financial Consulting need to be adjusted.
 - City Manager Ricky Clark suggested that money be added to the Advertising line item.
 - City Manager Ricky Clark suggested that a line item for Community Improvement be added to the budget for potential future property acquisition and development.
 - Yasmin Julio asked if the URA could provide Façade Grants. URA Attorney Danielle Matricardi, Esq., will research and provide guidance to the Board.

- Interim Director Dennis is to order iPads and branded polo shirts for the URA members prior by June 30, 2024. Charise Clay will pull the previous meeting minutes where the board authorized the purchase of iPads and setting up City of Forest Park email addresses for each URA board member.
5. **URA Update:** Discussion held in Executive Session.
 6. **POA Update:** City Manager Ricky Clark provided the Gillem Property Owners Association Update.
 - Security: Gillem property owners are now hiring off-duty Forest Park PD to patrol Gillem Logistics Center. There has been a slight decrease in property crimes.
 - The URA has signed the agreement authorizing a Forest Park PD officer to patrol Gillem Logistics Center in lieu of the POA annual assessment.
 - Forest Park PD has moved into the Public Safety Building.
 - MARTA is now running a fixed route on the interior spine roads of Gillem Logistics Center.
 - Forest Park is part of pilot program with Hapeville, East Point, and College Park to address challenges of our business communities and workforce. We will have more details on the scope of the program by the end of June 2024.
 - Workforce Development should be a focus of the URA. Mr. Clark advocated for the URA to consider funding and standing up a dedicated Workforce Development staff under Economic Development.
 - Waken Foods is under contract to sell the 10-acre site on the back of their property. Rochelle Dennis shared that the purchaser would present at the July 2024 meeting and that currently the project is a 200K SF speculative warehouse.
 - Mr. Clark invited the URA Board to a tour of the Forest Park Crime Center. Forest Park Floc cameras are integrated statewide.
 - Road Repairs are in progress.
 - The Waken legal dispute is still pending but moving towards a resolution.
 7. **URA Strategic Retreat:** Interim Director Rochelle Dennis provided update on the date, time, location and draft agenda for the URA Strategic Retreat. The retreat will be held on Friday, July 26, 2024, from 9am – 5pm at the Technique Coworking Space. More details and a final agenda will be presented for review in the coming weeks.
 8. **Economic Development Update:** No additional updates were given as the URA Budget, Strategic Retreat, POA Update, Property Landscape Update was previously given.

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

- Yasmin Julio made a motion to enter executive session at 6:29 p.m. Avery Wilson seconded the motion. Motion approved unanimously.
- Avery Wilson made a motion to exit the executive session at 7:04 p.m. Eliot Lawrence seconded the motion. Motion approved unanimously.
- Kimberly James made a motion to authorize the Chair to authorize the agreement with Valentino & Associates to provide surveying services. The motion was seconded by Eliot Lawrence. Motion approved unanimously.

ADJOURNMENT: Yasmin Julio made a motion to adjourn the regular meeting at 7:05 p.m. The motion was seconded by Avery Wilson. The motion approved unanimously.

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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
URBAN REDEVELOPMENT AGENCY REGULAR MEETING**

Thursday, July 11, 2024 at 5:30 PM
Council Chambers

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

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Kimberly James, Chairwoman
Avery Wilson, Vice Chairman
Eliot Lawrence, Member
Yasmin Julio, Member
Debra Patrick, Member

CALL TO ORDER/WELCOME: Chairwoman James called the Urban Redevelopment Agency meeting on July 11, 2024, to order at 5:33 pm.

PRESENT:

Kimberly James
Avery Wilson
Eliot Lawrence

ALSO PRESENT:

Ricky L. Clark, Jr., City Manager
John Wiggins, Director of Finance
Nigel Wattlely, Deputy Director of Public Works
Rochelle Dennis, Main Street Manager
Charise Clay, Economic Development Staff Assistant

ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS: Avery Wilson made a motion to adopt the agenda with the subtraction of item 4 CTEC Solar and replace it with Falcon Design Engineering Approval; also adding item 7 Geo Technical Proposal Approval. Eliot Lawrence seconded the motion. Motion approved unanimously.

APPROVAL OF MINUTES:

1. Approval of June 27, 2024, Meeting Minutes

Avery Wilson made a motion to approve the June 27, 2024, meeting minutes. Eliot Lawrence seconded the motion. Motion approved unanimously.

OLD BUSINESS:

2. Gillem Groundwater Wells Update

Michael Monteleone, with Oasis Consulting delivered the update:

- He provided a map highlighting all the groundwater wells around Gillem. Recently, soil with high levels of lead have been found in the southern parcel along with buried leftover medical supplies. Contractors will be reimbursed by the Army for the work they perform moving the soil. The cost to remove the soil is estimated to be around \$350,000. Conversations around potentially extending Oasis' current contract for another year were had as well.

NEW BUSINESS:

3. Oakmont Industrial Group Presentation

Tom Cobb of Oakmont Industrial Group delivered the update:

- The group discussed their plans for purchasing and redeveloping 10- acres on the back of Waken Foods at Gillem Logistics Center.

Avery Wilson made a motion to approve the design presented by Oakmont Industrial Group. Eliot Lawrence seconded the motion. Motion approved unanimously.

4. ~~CTEC Solar~~ Falcon Design Engineering Approval

Mrs. Dennis delivered the update:

- Falcon created a proposal for the road extension of Metcalf Road at Gillem Logistics Center.

Avery Wilson made a motion to approve the proposal from Falcon Design. Eliot Lawrence seconded the motion. Motion approved unanimously.

5. Financial Report

Mr. Wiggins delivered the update:

- Ending balance for the URA Army Checking is \$3,841,917 and URA Kroger Checking is \$4,528,973. The year-to-date operating revenue totals \$4,373,305. As of June 2024, the budget balance totals \$3,473,347.00.

6. Geo Technical Approval

Mrs. Dennis delivered the update:

- She provided the board with 2 proposals for geo technical services for the Metcalf Road extension. It is the recommendation of staff & Falcon Design to move forward with the proposal from Grounded Engineering Services.

Avery Wilson made a motion to approve the proposal for Grounded Engineering Services. Eliot Lawrence seconded the motion. Motion approved unanimously.

7. Economic Development Update

Mrs. Dennis delivered the update:

- The Forest Park Business Association will be hosting a luncheon at Miss Jerrie's Cafe on July 18, 2024. The Clayton County Economic Development department and Truist Bank will be partnering with us on the event. Several new businesses have opened within the City and the Economic Development Department have hosted ribbon cuttings for them. Project Splash is moving along amazingly. 751-771 Main St. has

been sold with the intent of redeveloping it into a mixed used facility. Last year a provisional application to the GA Main Street program was submitted and accepted. As of July 1, we have submitted a full application for our Main Street to be for members of the GA Main Street program. Starting in late summer, a new event series "Up Early On Main" a mini- market of sorts will begin.

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

ADJOURNMENT:

Avery Wilson made a motion to adjourn the meeting at 6:38pm. Eliot Lawrence seconded the motion. Motion approved unanimously.

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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
URBAN REDEVELOPMENT AGENCY STRATEGIC RETREAT**

Friday, July 26, 2024, 8:30 AM – 4:00 PM
Shared Workspace by Technique
1142 Main Street, Forest Park, GA

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

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Kimberly James, Chairwoman
Avery Wilson, Vice Chairman
Eliot Lawrence, Member
Yasmin Julio, Member
Debra Patrick, Member

CALL TO ORDER/WELCOME: Chairwoman James called the Urban Redevelopment Agency Strategic Board Retreat to order on July 26, 2024, at 9:02 a.m.

PRESENT:

Councilmember Kimberly James
Avery Wilson
Eliot Lawrence
Yasmin Julio

ALSO PRESENT:

Ricky L. Clark, Jr., City Manager
Danielle Matricardi, Esq., City / URA Attorney
Marsellas Williams, Economic Development Director
Derry Walker, Code Enforcement Director
Jeremi Patterson, Deputy Finance Director
Rochelle B. Dennis, Main Street Director
Charise Clay, Staff Assistant
Kathryn Lookofsky, Carl Vinson Institute

WELCOME: Kimberly James provided a welcome and introductory remarks followed by City Manager Ricky L. Clark, Jr.

AGENDA & GOALS: Rochelle B. Dennis reviewed the agenda and goals for the day-long strategic retreat. Ms. Dennis introduced Kathryn Lookofsky with the Carl Vinson Institute who facilitated the retreat.

VISION EXERCISE: Kathryn Lookofsky led the board in "Vision 2050" exercise.

URA POWERS: URA Attorney Danielle Matricardi reviewed the powers of the URA including planning and the ability to address blight.

URA BEST PRACTICES: Carl Vinson Institute facilitator Kathryn Lookofsky presented on best practices for Urban Redevelopment Agencies.

BLIGHT: Code Enforcement Director Derry Walker presented on measures being taken to address commercial and residential blight. Director Walker will present to the URA board a list of blighted commercial and residential properties.

URA EXPANSION & OPPORTUNITIES: Marsellas Williams reviewed the current URA boundary. The following projects were presented for the URA's consideration: Jonesboro Road, Main Street / City Center, Aerotropolis Catalytic Site and 330 Forest Parkway.

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 3:13 p.m. Eliot Lawrence seconded the motion. Motion approved unanimously.
- Yasmin Julio made a motion to exit the executive session at 4:13 p.m. Eliot Lawrence seconded the motion. Motion approved unanimously.
- Kimberly James made a motion to authorize the Chair to authorize the agreement with Leff & Associates to provide communication services for Project Sunshine pending negotiation of final details by Economic Development staff. The motion was seconded by Eliot Lawrence. Motion approved unanimously.

ADJOURNMENT: Eliot Lawrence made a motion to adjourn the strategic board retreat at 4:17 p.m. The motion was seconded by Avery Wilson. The motion was approved unanimously.

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those requiring accommodation for meetings should notify
the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720.*

**RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:**

Ryan C. Pulley, Esq.
Holt Ney Zatzoff & Wasserman, LLP
100 Galleria Parkway
Suite 1800
Atlanta, Georgia 30339

Cross Reference To: Water and Sewer Line Easement
Agreement recorded at Deed Book 11010, page 331,
Clayton County, Georgia Records

Tax Parcel Number: 12178 207002

TERMINATION OF EASEMENT

This TERMINATION OF EASEMENT, dated as of the ___ day of _____, 2024, is made by WAKEN CO., a Georgia corporation (“**Grantor**”) and the URBAN REDEVELOPMENT AGENCY OF THE CITY OF FOREST PARK D/B/A FOREST PARK/FORT GILLEM IMPLEMENTATION LOCAL REDEVELOPMENT AUTHORITY, a public body corporate and politic duly created and existing under the laws of the State of Georgia (“**Grantee**”);

WHEREAS, Grantor is the fee simple owner of that certain parcel of real property more particularly described in Exhibit A attached hereto and incorporated herein (“**Property**”);

WHEREAS, Grantor and Grantee entered into that certain Water and Sewer Line Easement Agreement dated December 12, 2016, recorded in the Clayton County, Georgia records at Deed Book 11010, Page 331, which conveyed an water and sewer easement over, under, and through the Property to Grantee (the “**Easement**”);

WHEREAS, Grantor and Grantee desire to terminate the Easement;

NOW, THEREFORE, for and in consideration of Ten and No/100 Dollars (\$10.00), in hand paid by Grantor to Grantee, and for other good and valuable consideration, the receipt, adequacy and sufficiency of which are hereby acknowledged, Grantee does hereby covenant and agree that the Easement is remised, released, abandoned and forever terminated and of no further force or effect, and that from and after the date hereof, the Easement shall be null and void.

This instrument shall be construed in accordance with and governed by the laws of the State of Georgia.

Signatures of the parties are on the following pages.

IN WITNESS WHEREOF, the undersigned have caused this instrument to be duly executed and delivered the date first above written.

Signed, sealed and delivered
in the presence of:

GRANTOR:

WAKEN CO., a Georgia corporation

Unofficial Witness

By: _____

Name: _____

Title: _____

Notary Public

[Corporate Seal]

[NOTARY SEAL]

[Signatures continue on the following page]

Signed, sealed and delivered
in the presence of:

GRANTEE:

**URBAN REDEVELOPMENT AGENCY OF
THE CITY OF FOREST PARK D/B/A
FOREST PARK/FORT GILLEM
IMPLEMENTATION LOCAL
REDEVELOPMENT AUTHORITY**

Unofficial Witness

By: _____
Name: _____
Title: _____

Notary Public

[NOTARY SEAL]

[Corporate Seal]

Exhibit A

All that Tract or Parcel of Land lying and being located in Land Lots 207, 208 and 210 of the 12th District, Clayton County, Georgia, and being more particularly described as follows:

Commence at a concrete monument found at the corner common to Land Lot 209,210,239, and 240; thence leave the said corner common to Land Lots 209,210,239, and 240 and run along the line common to Land Lots 209 and 210 South $00^{\circ} 46' 02''$ West a distance of 2914.24 feet to a concrete monument found, said concrete monument found being located at the corner common to Land Lot 207, 208, 209, and 210, said concrete monument found being the TRUE POINT OF BEGINNING:

FROM THE TRUE POINT OF BEGINNING AS THUS ESTABLISHED, thence leave the corner common the land lots 207, 208, 209 and 210 and run North $82^{\circ} 33' 00''$ East a distance of 15.04 feet to a point; Thence turning and continuing South $03^{\circ} 20' 43''$ East a distance of 352.82 feet to a point; Thence turning and continuing South $08^{\circ} 17' 03''$ West a distance of 224.95 feet to a point; Thence turning and continuing North $89^{\circ} 12' 53''$ West a distance of 15.13 feet to a #4 rebar set; Thence turning and continuing North $08^{\circ} 17' 03''$ East a distance of 225.40 feet to a #4 rebar set; Thence turning and continuing North $03^{\circ} 20' 43''$ West a distance of 350.22 feet to a concrete monument found, said concrete monument found being located at the corner common to Land Lot 207, 208, 209, and 210. Said concrete monument found also being the TRUE POINT OF BEGINNING.

Said Tract containing 0.20 acres (8,650.41 square feet) and being more particularly described on that Survey prepared by Lowe Engineers, dated 12-8-16.