



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

Wednesday, October 26, 2022 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

AGENDA

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:

ROLL CALL:

APPROVAL OF MINUTES:

1. Approval of September 28, 2022 Meeting Minutes

OLD BUSINESS:

2. 850 Main Street

NEW BUSINESS:

- [3.](#) Facade Grant Application Review
4. Economic Development Update
5. Local Community Initiative (LCI)

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 404-366-1555.



**CITY OF FOREST PARK
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ECONOMIC DEVELOPMENT
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MINUTES

Billy Freeman, Chairman
Alvin Patton, Vice Chairman
Felicia Davis, Member
Hector Gutierrez, Member
Bennett Joiner, Member
Lois Wright, 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 Chairperson, Alvin Patton, called the Development Authority Meeting on September 28, 2022, to order at 5:33pm.

Present:

Billy Freeman, Jr.
Alvin Patton
Hector Gutierrez (Arrived @5:40pm)
Bennett Joiner
Victoria Williams
Rhonda Wright

Also Present:

Councilwoman Kimberly James
Mayor Butler
Bobby Jinks, Public Works Director

Kirby Glaze, Development Authority Attorney
Bruce Abraham, Economic Development Director
Charise Clay, Economic Development Staff Assistant

Absent:

Felicia Davis

APPROVAL OF MINUTES:

1. Approval of August 24, 2022, Meeting Minutes

Bennett Joiner made a motion to approve the minutes as is. Rhonda Wright seconded the motion. Motion approved unanimously.

OLD BUSINESS:

2. Amendment of 2022-2023 Budget

Bruce Abraham, gave the budget amendment update:

- The FY 2022-2023 budget amendments are an increase of \$500 per month in Salaries for Staff Assistant-Charise Clay, a \$100,000 increase to the Façade Grant Program, and the line item for the Airport South CID & the Pedestrian Bridge Grant Match were taken out.

Bennett Joiner made a motion to approve the amended budget. Rhonda Wright seconded the motion. Motion approved unanimously.

3. Paramount Consulting Contract

Chairman Freeman, gave the consulting contract update:

- Based on a conversation between Tharon Johnson and Chairman Freeman, Tharon has decided to further research the business activities occurring in Forest Park before solidifying the agreement between his agency and the authority.

Rhonda Wright made a motion to table the Paramount Consulting contract until further research is conducted.

Bennett Joiner seconded the motion. Motion approved unanimously.

4. Façade Grant Update

Charise Clay, gave the Façade Grant update:

- Based on the boards previous discussion of the Façade Grant program application, a revised application was given to the board for their review and approval. The board also wanted the grant amount decreased and the match amount changed. The max award an applicant can now receive is \$15,000 instead of \$25,000. The grant is now a 60/40 match instead of an 80/20 match.

Bennett Joiner made a motion to approve \$15,000 as the maximum award amount for the Façade Grant. Hector Gutierrez seconded the motion. Motion approved unanimously.

Bennett Joiner made a motion to approve the 60/40 Façade Grant match structure. Hector Gutierrez seconded the motion. Motion approved unanimously.

Bennett Joiner made a motion to approve Jaber Plaza's Façade Grant. Hector Gutierrez seconded the motion. Motion approved unanimously.

NEW BUSINESS:

5. Development Authority Financials

Kirby Glaze, gave the DA Financials update:

- The chairman has expressed his desire to have the Development Authority financials separated from the city's management and moved to an outside financial institution. Kirby will need a resolution from the authority authorizing the bank to open the account. If the board would like Kirby to create a request for proposals from financial institutions, he'd be happy to do so. The chairman will also be assisting with finding a bank and account firm for the authority.

6. Property Sales

Bruce Abraham, discussed DA property sales:

- The DA currently has about 10 properties around Main Street. Properties such as 751-771 Main Street have been newly renovated. The DA sold several other properties to private corporations. One of them is participating in the Façade Grant program to further assist in renovating their property. Bruce and Mike Williams, City Attorney, worked together to get the city council to approve a portion of Main Street as the *Entertainment District*. This was done in hopes of bringing restaurants and nightlife to the city. Bruce recommends the DA, DDA, and City Manager come together to determine what can be done to move Main Street forward.

Other Discussion:

- Steve Bernard discussed the letter he received from the DA requesting he surrender the 4975 Lake Drive property in 90 days. He detailed the timeline in which he went through the city's, state's, and county's requirements for building a structure. Based on the discussion between Kirby and Mr. Bernard's attorney, it was determined that there was a good faith effort in completing the project. As a result, Kirby prepared the board a grant of extension resolution that allows the project to be completed and that'll authorize him to negotiate any changes or terms of the agreement as long as it doesn't change the terms of the agreement. The extension details that the board be updated by Mr. Bernard and team on the progress and hurdles with completing the project going forward.

Bennett Joiner made a motion to approve the resolution that extends the commencement of the project on 4975 Lake Drive. Rhonda Wright seconded the motion. Motion approved unanimously.

7. 850 Main Street- Exterior & Architectural Updates

Chairman Freeman, gave the 850 Main Street Exterior & Architectural update:

- Mr. Freeman proposes that the building be turned into residential and retail property. He has met with several private buyers who would consider developing the property but properties surrounding 850 Main Street create a concern. He suggests the DA assist in funding the project. Final renderings haven't been delivered by the architect.

8. Economic Development Update

Bruce Abraham, gave the Economic Development update:

- Business Association: There used to be a business association in the city many years ago. Recently, we decided to revive it. Every business with a current business license was invited to attend the business appreciation breakfast. The first event will be tomorrow morning.
- Gillem update: A major real estate deal is set to close very soon. The project will be announced once everything is closed. A restaurant prospect is looking to open shop at Gillem, this will be a great asset to everyone at Gillem and in the city.

- I-75/ Forest Parkway corridor: Plans to clean up and re-landscape the area is still being discussed with DOT. Funding to assist in beginning the project and to maintain the improvements is needed.
- Georgia Latin American Association: Hector Gutierrez helped host the association this past Tuesday. Almost 100 businesses attended the meeting where the importance of having a Latin American business community within the city was discussed. Bruce and Hector followed up with the president of the Hispanic Chamber of Commerce to discuss how a Hispanic emphasis can be made within our very own business association.
- Airport South CID: The CID was started by the DA years ago. Almost 200 businesses said they would be interested in participating in the program. Bruce spoke with representatives from the CID and they say the program is ready to launch. They expect Kroger to be one of the first members to join. Once we join the CID formally, Bruce will have to go before the city council to explain the importance of the project.
- DA Landscaping: The DA properties are actively being monitored and maintained. The grass is cut every 2 weeks. The future townhome lot and the Zaxby's lot have had issues with maintaining their grass, but Mr. Freeman got his company, Technique Concrete, to cut the grass.

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 6:45pm. Victoria Williams seconded the motion. Motion approved unanimously.

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CITY OF
FORESTPARK
a city for every season

Facade Grant Update – As of October 25, 2022

Current Recipients:

- Whaley Hammonds & Tomasello - 722 Main Street
 - Awaiting new quotes for awnings.
- Jonesy's Place – 780 Main Street
 - Project under review by engineers. Requesting an extension.
 - Partial Grant Fund Disbursement – \$11,971.15 (5/18/2022)
- Georgia Utility Contractors Association – 804 Main Street
 - Updating sidewalk, landscaping, and ramp for ADA compliance. Work for this project started the week of 10/10/2022 and they are anticipating it will be complete by Thanksgiving weekend.
- Maaz Investments – 932 Main Street
 - Project complete. Installed a new awning, painted brick exterior, installed new windows, and repaved parking lot.
 - Grant funds disbursed on 10/24/2022.
- Klass6 Boutique & Showroom – 938 Main Street
 - Met with Planning & Community Development at the beginning of October for a preliminary review of planned improvements. In the process of getting on the agenda for a formal review by the Urban Design Review Board.
 - Request for partial grant funds to start project submitted to Finance.
- Jasber Plaza – 1105 Main Street
 - Notified of application approval. Meeting scheduled for 10/28/2022 to discuss project with Economic Development Project Manager.
- Cookiegrams of Georgia – 1124 Main Street
 - Project complete. Updated awning, fixed storefront window, and updated landscaping.
 - Grant funds disbursed on 6/10/2022.

New Applicants:

- Atlas Strength & Conditioning: 4931 Phillips Drive
 - Requesting funds for outdoor fitness space. See application for additional information.
 - Requesting maximum award (currently \$15,000.00)
- Tabejo Investments: 752 Main Street
 - Requesting funds to improve exterior of property and add an outdoor workspace. See application for additional information.
 - Requesting maximum award (\$15,000.00)

Explanation for Extension Request for 780 Main Street

Item #3.

Nachae Jones, owner of Jonesy's Place located at 780 Main Street, was approved for the Façade Grant Program in August 2021. Since then, she has run into issues with her contractor and her project plans, which led to the project stalling for several months. In February 2022, Ms. Jones hired a new contractor, who has been working to get her project started and is currently in communication with an engineer to ensure the proposed improvements will be structurally sound.

According to the Grant Acknowledgement Form, recipients have 6 months to start their project once it is approved by the board or they can be removed from the program at the discretion of the Development Authority.

The Economic Development Project Manager is recommending that Ms. Jones be given an additional 3 months to begin her project since she has run into several issues but has always been very communicative about what is going on with her project.