



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

AGENDA

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

CALL TO ORDER/WELCOME:

ROLL CALL:

ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:

APPROVAL OF MINUTES:

1. Approval of May 9, 2024, Meeting Minutes

OLD BUSINESS:

2. Update: Property Landscaping

NEW BUSINESS:

3. Financial Report
4. FY24-25 Draft Budget
5. URA Update
6. POA Update
7. URA Strategic Retreat

8. Economic Development Update

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.



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MINUTES

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Debra Patrick, Member

CALL TO ORDER/WELCOME: Chairwoman James called the Urban Redevelopment Agency meeting to order on May 9, 2024, at 5:34pm.

PRESENT:

Kimberly James
Avery Wilson
Eliot Lawrence
Yasmin Julio

ALSO PRESENT:

Pauline Warrior, Senior Management Analyst
Danielle Matricardi, City Attorney
Bobby Jinks, Director of Public Works
John Wiggins, Director of Finance
James Shelby, Interim Director of Planning & Community Development
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 exception of #4. Yasmin Julio seconded the motion. Motion approved unanimously.

APPROVAL OF MINUTES:

1. Approval of April 11, 2024 Meeting Minutes
2. Approval of May 3, 2024 Special Called Meeting Minutes

Yasmin Julio made a motion to approve the minutes with one correction to the April 11, 2024, meeting minutes. Eliot Lawrence seconded the motion. Motion approved unanimously.

OLD BUSINESS:

NEW BUSINESS:

3. Financial Report

Director Wiggins delivered the update:

- As of April 2024, the ending balance for operating cash totaled \$4,710,721. The ending balance for operating revenue totaled \$4,511,635.00. Total operating expenses came to \$4,547,005.00. The URA checking account as of April 30, 2024, totaled \$4,028,138.50 and the sinking fund totaled \$682,582.16.

4. Draft of FY 24-25 Budget

5. Economic Development Update

Ms. Clay delivered the update:

- There are 3 pending development contracts for properties on Main Street. A 1-day URA strategic planning retreat is being planned per the board's request. The Economic Development department is currently drafting the URA FY24-25 budget. Line items for the URA will similarly mimic those of the Downtown Development Authority and the Development Authority. We are planning a Forest Park Business Association luncheon at Ms. Jerrie's Café mid to end of June. We created and formalized an internal & external property management document for all DDA, DA, and URA properties.

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

Eliot Lawrence made a motion to enter executive session at 6:05pm. Debra Patrick seconded the motion. Motion approved unanimously.

Eliot Lawrence made a motion to exit executive session at 7:02pm. Yasmin Julio seconded the motion. Motion approved unanimously.

ADJOURNMENT:

Avery Wilson made a motion to adjourn the meeting at 7:03pm. Debra Patrick seconded the motion. Motion approved unanimously.

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