



**CITY OF FOREST PARK**  
**URBAN REDEVELOPMENT AGENCY REGULAR MEETING**

Thursday, May 09, 2024 at 5:30 PM  
Council Chambers

**Website:** [www.forestparkga.gov](http://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 April 11, 2024 Meeting Minutes
2. Approval of May 3, 2024 Special Called Meeting Minutes

**OLD BUSINESS:**

**NEW BUSINESS:**

3. Financial Report
4. Draft of FY 24-25 Budget
5. 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.*



**CITY OF FOREST PARK**  
**URBAN REDEVELOPMENT AGENCY REGULAR MEETING**

Thursday, April 11, 2024, at 5:30 PM  
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**

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

**CALL TO ORDER/WELCOME:** Chairwoman James called the Urban Redevelopment Authority meeting on April 11, 2024, to order at 5:37pm.

**PRESENT:**

Councilmember Kimberly James  
Avery Wilson  
Yasmin Julio  
Eliot Lawrence (attended via phone)  
Debra Patrick

**ALSO PRESENT:**

Ricky L. Clark, Jr., City Manager  
Danielle Matricardi, City Attorney  
John Wiggins, Director of Finance  
Bobby Jinks, Director of Public Works  
Rochelle B. Dennis, Interim Director of Economic Development  
James Shelby, Interim Director of Planning & Community Development

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

Yasmin Julio made a motion to adopt the April 11, 2024, agenda with the time correction of 5:30 p.m. Avery Wilson seconded the motion. Motion approved unanimously.

**APPROVAL OF MINUTES:**

## 1. Approval of March 14, 2024, Meeting Minutes

Avery Wilson made a motion to approve the March 14, 2024, meeting minutes. Debra Patrick seconded the motion. Eliot Lawrence abstained from the vote. Motion approved unanimously.

**OLD BUSINESS:**

## 2. Evolution Budget

Rochelle Dennis provided an update on the Evolution Budget and expenditure to date. Staff have secured an additional \$27,000 in donations to support the event. There are two outstanding sponsorship requests that the staff is working to secure. The staff has been diligent in managing the budget; however, an increase is needed to accommodate the increase from 200 to 250 guests. Avery Wilson made a motion to approve, not to exceed, \$20,000 to support the Evolution event. Eliot Lawrence seconded the motion. Motion approved unanimously.

**NEW BUSINESS:**

## 3. URA Redevelopment Plan

Yasmin Julio proposed an analysis of all areas in the City of Forest Park with blight and an opportunity for development to consider expanding the URA area. Attorney Danielle Matricardi explained that to purchase property not currently in the URA area, the URA would need to amend their resolution to expand the URA area to include said areas.

The URA board would like to hold a strategic planning retreat to discuss their 5–10-year plan to include development outside of Gillem Logistics Center and identification and analysis of blighted areas for development. It is proposed that this one-day retreat be held in late July. The Office of Economic Development will coordinate with the URA Board on proposed dates and an agenda.

The URA Chair requested staff to research and provide for consideration training opportunities for the URA Board.

## 4. Financial Report

- Finance Director John Wiggins reviewed submitted purchase orders, March bank statements for the Sinking Fund and the Operations Account, and URA financial statement for February 2024. Director Wiggins will make corrections to the withdrawals and debits line item. Staff will share the corrected documents with the URA Board.
- For the month of February 2024, total operating cash is \$4,960,895; operating revenue is \$5,054,211; and total expenses are \$4,801,789.
- Director Wiggins will provide clarity on the charge and reversal of two returned item fees.
- Starting in May 2024, Director Wiggins will present an Aging Report showing all outstanding purchase orders.

## 2. Economic Development Update

Interim Director Dennis delivered the update:

- The Office of Economic Development hosted a lunch and tour of BlueStar Studios for representatives from the Clayton County Branch and the Georgia State Branch of the NAACP. Avery Wilson requested a tour of BlueStar Studios. Staff will schedule a tour for the URA Board.
- The road turnover process is slightly delayed due to a death with our engineering partners. When appropriate, the project will resume.

- The Office of Economic Development in celebration of Georgia Cities Week is hosting a Food and Wine Crawl on April 26, 2024, 5-9pm at the City Fountain.
- Forest Station, the new senior living facility, is hosting a ribbon cutting on April 30, 2024, at 10am.
- The Forest Park Business Association is hosting a business breakfast on April 30, 2024, from 8:30 – 10am focusing on small business funding.
- Staff are finalizing the scope of work to rebid the landscape contract for Gillem. The contract with Fresh Start has expired. James Shelby recommended that in addition to Fresh Start that the URA consider using Bright View which is the same vendor that the Gillem POA uses.

**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 6:41 pm. Yasmin Julio seconded the motion. Motion approved unanimously.

Yasmin Julio made a motion to exit the executive session at 7:41 p.m. and reconvene the regular meeting. Avery Wilson seconded the motion. Motion approved unanimously.

**ADJOURNMENT:**

Avery Wilson made a motion to adjourn the regular meeting at 7:42pm. Debra Patrick 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 404-366-1555.*



**CITY OF FOREST PARK**  
**URBAN REDEVELOPMENT AGENCY SPECIAL CALLED MEETING**

Friday, May 03, 2024 at 6:30 PM  
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**

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

**CALL TO ORDER/WELCOME:** Chairwoman James called the Urban Redevelopment Agency Special Called meeting on May 3, 2024, to order at 6:30pm.

**PRESENT:**

Kimberly James  
Avery Wilson  
Eliot Lawrence  
Debra Patrick  
Yasmin Julio

**ALSO PRESENT:**

Danielle Matricardi, City Attorney  
John Wiggins, Director of Finance  
Bobby Jinks, Director of Public Works  
Rochelle Dennis, Interim Director of Economic Development  
Charise Clay, Economic Development Staff Assistant

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

**APPROVAL OF MINUTES:**

**OLD BUSINESS:**

**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 6:31pm. Eliot Lawrence seconded the motion. Motion approved unanimously.

Avery Wilson made a motion to exit the executive session and reconvene the regular meeting at 6:48pm. Eliot Lawrence seconded the motion. Motion approved unanimously.

Avery Wilson made a motion to authorize the settlement agreement with Robinson Weeks. Yasmin Julio seconded the motion. Motion approved unanimously.

**NEW BUSINESS:**

1. Falcon Design SOW Amendment

Yasmin Julio made a motion to approve the Chair to execute the Falcon SOW Amendment. Avery Wilson seconded the motion. Motion approved unanimously.

**ADJOURNMENT:**

Avery Wilson made a motion to adjourn the meeting at 6:49pm. Debra Patrick seconded the motion. Motion approved unanimously.

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