



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

Wednesday, April 24, 2024 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:

CDC requirements of masks and social distancing will be adhered.

CALL TO ORDER/WELCOME:

ROLL CALL:

ADOPTION OF AGENDA WITH ANY ADDITIONS/DELETIONS:

APPROVAL OF MINUTES:

1. Approval of October 25, 2023 Meeting Minutes
2. Approval of March 27, 2024 Meeting Minutes

NEW BUSINESS:

3. FY24-25 Budget

OLD BUSINESS:

4. Update: DCA Registration
5. Update: DA Audit
6. Update: 696 Main Street

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 25, 2023 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

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:

CDC requirements of masks and social distancing will be adhered.

CALL TO ORDER/WELCOME: Vice Chairman Alvin Patton called the Development Authority meeting on October 25, 2023, to order at 5:34pm.

PRESENT:

Billy Freeman, Jr.
Alvin Patton
Felicia Davis
Hector Gutierrez (arrived at 5:40pm)
Bennett Joiner
Victoria Williams
Rhonda Wright

ALSO PRESENT:

Ricky L. Clark, Jr. City Manager
John Wiggins, Interim Finance Director
Bobby Jinks, Public Works Director
LaShawn Gardiner, Planning & Community Development Director

Kirby Glaze, General Counsel
Bruce Abraham, Economic Development Director
Rochelle Dennis, Economic Development Project Manager
Charise Clay, Economic Development Staff Assistant

APPROVAL OF MINUTES:

1. Approval of September 27, 2023 Meeting Minutes

Felicia Davis made a motion to approve the September 27, 2023 meeting minutes. Victoria Williams seconded the motion. Motion approved unanimously.

OLD BUSINESS:

2. Update: Development Authority Property RFPs

Rochelle Dennis delivered the update:

- The board was given copies of the RFPs that were released. 9 RFPs were released in total. A Pre-Bid Conference was held for interested developers and real estate groups. The proposal deadline is October 31, 2023, at 2:30pm. Mr. Clark requested that one member from the Development Authority serve on the RFP review committee, since the Development Authority owns properties that are included in the RFPs.

Victoria Williams made a motion to appoint Chairman Freeman as a member of the RFP review committee. Felicia Davis seconded the motion. Motion approved unanimously.

NEW BUSINESS:

3. Jasper Site Clawback Update

Kirby Glaze delivered the update:

- In 2022, the Development Authority approved an extension of the clawback provisions with the provision that the developer would apply for their land disturbance permit within 90 days of the agreement. They also had to apply for building permits within 12 months of the issuance of the land disturbance permit. Based on the update he received from the City staff, the builder is in compliance with the terms of the agreement. Mr. Glaze will request an update from the builder on the status of the project.

4. Economic Development Update

Bruce Abraham delivered the update:

- Blue Star Studios is planning a Ribbon Cutting on November 14, 2023.
- Filming within the City: 9 locations are available for filming. Recently 2 film scouts visited the jail and an office space.
- The URA recently visited Trilith Studios for inspiration on developing the area surrounding Blue Star Studios.
- November 9, 2023: The city will be taking Veterans and interested staff & elected officials to Heritage Park Veterans Museum, in McDonough, GA. The City recently donated 2 Humvees to them for the museum. They also volunteered to give the URA advice on the creation of a military museum within the City.
- Restaurant developers are contacting the Economic Development department for space to develop their business within the City. Boutique style restaurants are really in demand.
- The Army will release the final parcel to the URA in November of 2023.
- The Economic Development Department and Code Enforcement are partnering on a sign program to update many dilapidated signs throughout the City.

- A landscaping program is underway throughout Forest Parkway. The proposals that were submitted were insufficient, so James Shelby, City Project Manager will be rebidding the project.
- Charise Clay, Economic Development Staff Assistant was recently accepted into Leadership Clayton.
- Rochelle Dennis, Economic Development Project Manager, recently went to training in Augusta, GA for Main Street development strategies.
- The 60-unit housing development, Forest Station, is still under construction. The units are priced between \$1,900 and \$2,100.

OTHER DISCUSSIONS:

Mr. Abraham introduced Interim Finance Director, John Wiggins. He comes to the City of Forest Park by way of Stockbridge, GA. He assisted in the development of the Stockbridge Amphitheatre, their new police department, and a new administrative/ Public Works building.

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

ADJOURNMENT:

Felicia Davis made a motion to adjourn the meeting at 5:54pm. 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 404-366-1555.



**CITY OF FOREST PARK
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Wednesday, March 27, 2024 at 5:30 PM
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ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Billy Freeman, 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.

CALL TO ORDER/WELCOME: Vice Chairman Alvin Patton called the Development Authority regular meeting on March 27, 2024, to order at 5:32pm.

PRESENT:

Alvin Patton
Hector Gutierrez
Bennett Joiner
Rhonda Wright

ALSO PRESENT:

Ricky L. Clark, Jr., City Manager
Kirby Glaze, DA General Counsel
John Wiggins, Director of Finance
Bobby Jinks, Director of Public Works
LaShawn Gardiner, Director of Planning & Community Development
Rochelle Dennis, Interim Director of Economic Development
Charise Clay, Economic Development Staff Assistant

ADOPTION OF AGENDA WITH ANY ADDITIONS/DELETIONS:**APPROVAL OF MINUTES:****Approval of February 28, 2024, Meeting Minutes**

- Bennett Joiner made a motion to approve the February 28, 2024, meeting minutes. Rhonda Wright seconded the motion. Motion approved unanimously.

NEW BUSINESS:**Financial Report**

Charise Clay delivered the update:

- As of February 29, 2024, the DA's liabilities and equities totaled \$905,804.44. Between January and February 2024, net revenues totaled \$29,048.46.

OTHER DISCUSSION:

- Attorney Glaze prepared & submitted corrected deeds to the County for 696 Main Street. The County approved his request and will have the corrected deeds back to him shortly.
- Bennett Joiner made a motion to approve the Chair's execution of the Quit Claim deed to deed the health center building back to the County for the corrective deed for 696 Main Street. Hector Gutierrez seconded the motion. Motion approved unanimously.
- Bennett Joiner made a motion to approve an offer on the transfer of 696 Main Street to the City of Forest Park for \$350,000.00 and keep the name of the building for a period of 5 years. Hector Gutierrez seconded the motion. Motion approved unanimously.

Property Landscaping Update

Interim Director Dennis delivered the update:

- Staff recommends having the same landscaper cut, trim, and blow all Development Authority and Downtown Development Authority properties on the same day. Until a new landscaping contract is signed, Public Works will maintain all City, DA, and DDA properties for about 2 weeks.

Bennett Joiner made a motion to authorize the Chairman to approve and execute the contract for landscaping on Downtown DA properties. Hector Gutierrez seconded the motion. Motion approved unanimously.

Economic Development Update

Interim Director Dennis delivered the update:

- The surveys for the road transfer at Gillem have been completed. The transfer should commence soon.
- The Evolution: A public celebration at Gillem Logistics Center on Thursday, April 18, 2024, at 6:30pm.
- The Downtown Development Authority applied to become a member of the GA Main Street Program. We haven't received confirmation yet but in the interim we have moved forward with programming and planning events on Main Street. First annual St. Patrick Day Street party was held on March 15, 2024. A Food & Wine Crawl will be held on April 26, 2024.
- A meeting with the potential developer for 760 & 770 Main Street will be held on Thursday, March 28 to flush out additional particulars on the design concept.

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 adjourn the regular meeting at 6:07pm. Hector Gutierrez seconded the motion. Motion approved unanimously.

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