



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

Thursday, March 28, 2024 at 3:00 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

**Angelyne Butler**, *Chairwoman*  
**Nachae Jones**, *Vice Chairwoman*  
**Jacklyn Faith**, *Member*  
**Nancy Howard**, *Member*  
**Tre Holland**, *Member*  
**Dhaval Shah**, *Member*  
**Eric Stallings**, *Member*

**CALL TO ORDER/WELCOME:**

**ROLL CALL:**

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

**APPROVAL OF MINUTES:**

1. Approval of February 22, 2024 Meeting Minutes

**OLD BUSINESS:**

**NEW BUSINESS:**

2. Approval of 2024 Meeting Calendar
3. DDA Film Studio Discussion
4. Landscaping Update
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.*



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DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING**

Thursday, February 22, 2024, at 3:00 PM  
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**Phone Number:** (404) 363.2454

**ECONOMIC DEVELOPMENT**  
745 Forest Parkway  
Forest Park, GA 30297

**MINUTES**

- Angelyne Butler**, *Chairwoman*
- Nachae Jones**, *Vice Chairwoman*
- Jacklyn Faith**, *Member*
- Nancy Howard**, *Member*
- Tre Holland**, *Member*
- Dhaval Shah**, *Member*
- Eric Stallings**, *Member*

**CALL TO ORDER/WELCOME:**

Chairwoman Butler called the Downtown Development Authority Regular Meeting of February 22, 2024, to order at meeting 3:06 p.m.

**ROLL CALL:**

- Angelyne Butler
- Nachae Jones
- Jacklyn Faith
- Tre Holland

**ALSO PRESENT:**

- Rickly L. Clark, Jr., City Manager
- Winston Denmark, City Attorney
- Danielle Matricardi, City Attorney
- Bruce Abraham, Economic Development Director
- Rochelle B. Dennis, Economic Development Project Manager
- John Wiggins, Finance Director
- Jeremi Patterson, Deputy Finance Director
- Bobby Jinks, Public Works Director
- SaVaughn Irons-Kumassah, Principal Planner

**APPROVAL OF MINUTES:**

1. Jacklyn Faith made a motion to approve the November 9, 2023, Special Called Meeting Minutes and the January 25, 2024, Regular Meeting Minutes. The motion was seconded by Tre Holland and unanimously approved.

**OLD BUSINESS:**

2. **Main Street Program Update:**
  - Rochelle B. Dennis provided an update on the DDA's application status with the Georgia Main Street Program. She additionally provided a draft sample of a branded quarterly report detailing Main Street events and activities. Mr. Clark suggested that staff also create video highlights displaying Main Street events and development activities. The Economic Development staff will work with the Public Information Office on the creation and promotion of these video reels.
3. **FY 2023-2024 Budget Amendment:**
  - Finance Director John Wiggins reported that the budget amendments are complete. Budgeted funds were moved from line 1412 to increase line 1411. Budgeted funds were moved from line 1412 to increase line 1414.
3. **4950 Courtney Drive and 4882 Hale Road Demolition:**
  - Per staff recommendations, Jacklyn Faith made a recommendation to accept the proposal and move to a contract with Kissberg Construction, Inc. for the demolition of 4950 Courtney Drive for \$24,550 and the demolition of 4882 Hale Road for \$25,845. Tre Holland seconded the motion and it unanimously passed.

**NEW BUSINESS:**

6. **Finance Report:**
  - Finance Director John Wiggins provided the DDA Finance Report including a monthly Expenditure Report and YTD Budget Report.

**EXECUTIVE SESSION:**

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

- Jacklyn Faith made a motion to enter executive session at 3:28 p.m. Tre Holland seconded the motion. The motion passed unanimously.
- Tre Holland made a motion to exit the executive session and reconvene the regular meeting at 4:58 p.m. Jacklyn Faith seconded the motion. The motion passed unanimously.
- **Partnership with Clayton County Development Authority:** Tre Holland made a motion to accept a Letter of Intent from the Clayton County Development Authority for the development of Main and College Streets. The motion was seconded by Jacklyn Faith. The motion passed unanimously.
- **4523 Ernest Drive:** Tre Holland made motion to authorize getting estimates for the renovation of 4523 Ernest Drive. The motion was seconded by Jacklyn Faith. The motion passed unanimously.
- **4894 College Street:** Tre Holland made a motion to ratify the purchase of 4894 College Street. The motion was seconded by Jacklyn Faith. The motion passed unanimously.

**ADJOURNMENT:**

Nache Jones made a motion to adjourn the meeting at 5:01 p.m. Tre Holland seconded the motion. The motion passed 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.*

# **Downtown Development Authority**

## **[DDA]**

**Board meets at 3:00pm on the 4th Thursday of every month**

**Meeting Location: Council Chambers in City Hall**

**(745 Forest Parkway, Forest Park, GA, 30297)**

### **2024 Meeting Calendar**

January 25, 2024

February 22, 2024

March 28, 2024

April 25, 2024

May 23, 2024

June 27, 2024

July 25, 2024

August 22, 2024

September 26, 2024

October 24, 2024

November 28, 2024

December 26, 2024

