



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

Wednesday, March 23, 2022 at 5:30 PM  
City Hall-Council Chambers, Virtual Meeting Via Zoom

**Website:** [www.forestparkga.gov](http://www.forestparkga.gov)  
**Phone Number:** (404) 363.2454

**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**  
**Lois Wright, Member**  
**Rhonda Wright, Member**

### MEETING NOTICE:

*This meeting is accessible to the public or media via web.  
For in person attendance, CDC requirements of Masks and Social Distancing will be adhered.*

### To join the meeting via Zoom:

<https://zoom.us/j/96431940317?pwd=N2tiV0NacXdJZTBCEVFsdFZBMnUxZz09>  
**Dial in:** 1-929-205-6099    **Meeting ID:**    **Passcode:**

### CALL TO ORDER/WELCOME:

Chairman Billy Freeman, Jr. called the Development Authority Meeting on March 23, 2022, to order at 5:32pm.

### Present:

Billy Freeman, Jr.  
Alvin Patton  
Felicia Davis  
Hector Gutierrez  
Bennett Joiner  
Lois Wright  
Rhonda Wright

### Also Present:

Kirby Glaze, DA Attorney

Mayor Angelyne Butler

Dr. Marc-Antonie Cooper, City Manager

Bobby Jinks, Public Works Director

Bruce Abraham, Economic Development Director

Wande Okunoren-Meadows, Executive Director of Heart, Hand, and Soul Project

Scott Brumbelow, Executive Director of Georgia Utility Contractor's Association

### **APPROVAL OF MINUTES:**

#### 1. Approval of February 23, 2022 Meeting Minutes

Felicia Davis made a motion to approve the minutes as is. Alvin Patton seconded the motion. Motion approved unanimously.

### **OLD BUSINESS:**

### **NEW BUSINESS:**

Kirby Glaze addressed the board regarding agenda items 3 and 6. Items 3 and 6 were removed from the agenda by the Chairman.

- Hector made a motion to add a presentation from Wande Okunoren-Meadows of the Hand, Heart, and Soul project to the agenda. Lois Wright seconded the motion. Motion approved unanimously.

Alvin Patton made a motion to approve the removal of agenda items 3 and 6; and add a presentation from the Heart, Hand, and Soul project to the agenda. Rhonda Wright seconded the motion. Motion approved unanimously.

### **PRESENTATION:**

Hector Gutierrez made an introduction for the presentation:

- Wande Okunoren-Meadows and her family have lived in the community since 1995 and own the Little Ones Learning Center. Councilman Gutierrez visited their establishment to see what services they offer the community. Hand, Heart, and Soul Project is a non-profit based in Clayton County. "The Hand, Heart, and Soul does 3 things well", says Wande. They provide children & families access to nutrient dense foods, work with early childcare programs throughout Clayton County to develop holistic programs focused on health, wellness, education, and nutrition, and work on the local, state, and federal platforms to elevate all things that surround equity, early education, and nutrition programs. Recently, the USDA approved the non-profit to have their unity farm stand and market. EBT and food stamps will be acceptable forms of payment at the stand. The proposal is to have a space in Forest Park for the project's weekly farm stand and market.

Felicia Davis made a motion to allow Hand, Heart, and Soul Project to do a pop-up farm stand and market on 759-771 Main Street to sell produce. Lois Wright seconded the motion. Motion approved unanimously.

#### 2. Façade Grant Application Review

Bruce Abraham, introduced the Façade Grant Program Applicant:

- Scott Brumbelow, Executive Director of Georgia Utility Contractors Association has a building on 804 Main Street that serves as the organization's headquarters. The building serves as an educational and safety training building for the City of Forest Park, Clayton County, other municipal associations throughout the state, and contractors. The organization plans to use the Façade Grant to renovate the landscaping, exterior façade of their building. The improvements will also assist the business in being ADA compliant by adding an accessibility ramp.

Lois Wright made a motion to approve the Face Grant Application and award the Georgia Utility Contractors Association for up to \$25,000 to make the proposed upgrades to their facility. Felicia Davis seconded the motion. Motion approved unanimously.

3. ~~Introduction to Pastor Clinkscates & Police Chief Clark~~ (removed from original agenda)

4. Resolution approving Dream Big Property Sale

Kirby Glaze, discussed the Dream Big Property Sale:

- The document is a resolution authorizing the chairman to sign all closing documents for the closing of Zaxby's.

Felicia Davis made a motion to authorize the Chairman to sign the closing documents for Zaxby's. Lois Wright seconded the motion. Motion approved unanimously.

5. Committees within the Development Authority

Felicia Davis, discussed committees within the DA:

- The proposed committees were Workforce Development, Arts & Culture, Small Business Development, Youth program, and Environmental Committee. Members of the DA would serve as the lead of the board and other members of the community support the committee's initiatives.
- Chairman Freeman suggested having a Special Called Meeting to organize the committees.

6. ~~Intergovernmental Agreement (IGA) for the Executive Director~~ (removed from original agenda)

7. Rental Properties & Lease Agreements

Chairman Freeman, led the discussion on the Rental Properties & Lease Agreements:

- Based on his observations of leases on and owned DA properties, he would like to get the properties appraised to determine their true value.

Felicia made a motion to approve a \$10,000.00 limit for DA property appraisals. She withdrew her motion.

8. Economic Development Update

Bruce Abraham, delivered the Economic Development Update:

- Zaxby's: The eatery will close very soon with the chair being authorized to sign the closing documents.
- Townhomes on Main Street: The plans have been approved and the project is set to close on Monday, March 28, 2022.
- Asphar remodeling building: Asphar is remodeling a building near the proposed Zaxby's, almost \$250,000.00 will be spent on the project. The goal is to have a restaurant occupy the space.
- Economic Development Retreat: A joint retreat between the boards where DA Attorney, Kirby Glaze will be leading the training for all 3 boards (DDA, DA, URA). The training materials will be configured by the Carl Vinson Institute.
- 750-771 Main Street: The remodel of the building is almost complete. One of the last tasks is the restriping of the parking lot. After everything is done, a potential ribbon cutting or re-grand opening will take place.

9. Joint Economic Development Retreat (May 13- May 15, 2022)

Dr. Cooper, delivered an update on the Joint Economic Development Retreat:

- The retreat is to understand each authority's role and responsibilities while establishing a joint economic development vision for the City among the Downtown Development Authority (DDA), Urban Redevelopment Authority (URA), and Development Authority (DA). The proposed retreat dates are Friday, May 13 until Sunday, May 15, 2022.

Felicia Davis made a motion to approve May 13 – May 15, 2022 for the Economic Development Retreat. Lois Wright seconded the motion. Motion approved unanimously.

**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 6:39pm. Lois Wright 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.