



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

Wednesday, February 23, 2022 at 5:30 PM  
City Hall-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

**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 February 23, 2022, to order at 5:38 pm.

### Present:

Billy Freeman, Jr.  
Rhonda Wright  
Lois Wright  
Hector Gutierrez  
Bennett Joiner  
Alvin Patton  
Felicia Davis (via teleconference)  
Kirby Glaze, Development Authority Attorney  
Councilwoman Kimberly James

Mayor Angelyne Butler  
Bobby Jinks, Public Works Director  
Bruce Abraham, Economic Development Director  
Charise Clay, Economic Development Staff Assistant

### **APPROVAL OF MINUTES:**

1. Approval of the Regular Meeting Minutes for December 1, 2021

Lois Wright made the motion to approve the minutes as is. Rhonda Wright seconded the motion. Motion approved unanimously.

2. Approval of the Special Called Meeting Minutes for January 26, 2022

Alvin Patton made the motion to approve the minutes as is. Hector Gutierrez seconded the motion. Motion approved unanimously.

Kirby Glaze asked the board to amend the original agenda due to adding the following agenda item:  
Quit Claim Deed

- Hector Gutierrez made the motion to amend the agenda to add the additional item. Lois Wright seconded the motion. Motion approved unanimously.

### **OLD BUSINESS:**

3. Resolution for Sale of the 1.46 Acres on Main Street

Kirby Glaze gave the update on the sale of the 1.46 acres on Main Street:

- A resolution for the sale of 1.46 acres on Main Street and to amend the contract. This is a resolution that authorizes the Chairman to sign the documents necessary for closing for the sale of 1.46 acres on Main Street as well as a motion to approve an amendment to the contract extending the closing date to March 7, 2022.

Lois Wright made the motion to approve the extension of the contract and approve the resolution authorizing the Chair to sign the closing documents. Alvin Patton seconded the motion. Motion approved unanimously.

4. 850 Main Street Building Maintenance

- Development Authority owns & manages the property. There were plumbing issues that required major repair & renovation that totaled to a cost of \$31,750.

Alvin made the motion to ratify the expenditure. Hector Gutierrez seconded the motion. Motion approved unanimously.

### **NEW BUSINESS:**

5. Approval of 2022 Meeting Calendar

Lois Wright made a motion to approve the 2022 meeting calendar. Hector Gutierrez seconded the motion. Motion approved unanimously.

6. Intergovernmental Agreement (URA & DA)

Kirby Glaze gave the update on the Intergovernmental Agreement between the URA and DA:

- This is an Intergovernmental Agreement between the Development Authority (DA) and the Urban Redevelopment Agency (URA) that provides for reimbursement to the URA from the DA of funds received from a REBA Grant from the State for the extension of Anvil Block Road to Rateree Road. The DA is the

recipient of the grant funds, but the URA paid for the work. The agreement also provides that the URA will be responsible for compliance with all the grant requirements.

Lois Wright made the motion to approve the Intergovernmental Agreement between the DA & URA. Alvin Patton seconded the motion. Motion approved unanimously.

7. Approval to remove Lois Wright & Eliot Lawrence from the REBA bank account

Hector Gutierrez made the motion to remove Lois Wright & Eliot Lawrence from the REBA bank account. Alvin Patton seconded the motion. Motion approved unanimously.

8. Approval to add Chairman & Secretary/Treasurer as signatories on the REBA bank account

Hector Gutierrez made the motion to add the Chairman (Billy Freeman, Jr.) & Secretary/Treasurer (Charise Clay) as signatories on the REBA bank account. Bennett Joiner seconded the motion. Motion approved unanimously.

9. Approval of the GoSeeDoATL.com contract

Bruce Abraham gave the update on the GoSeeDoATL.com contract:

- GoSeeDoATL is a quarterly publication distributed at Hartsfield-Jackson Airport. The Development Authority paid \$3,250.00 for the back page Winter/Spring 2022 edition.

Alvin Patton made a motion to table the approval of the contract for the publication until more information is received. Hector Gutierrez seconded the motion. Motion approved unanimously.

10. Establish a spending threshold for the Chairman

- The previous Chair had a \$40,000 threshold to authorize payments without taking it before the board for approval.

Felicia Davis made a motion that the chair retain the \$40,000 spending threshold. Hector Gutierrez seconded the motion. Motion approved unanimously.

11. Development Authority Training

- Newly appointed members of the authority need to be trained on how to conduct meetings as well as what their responsibilities are as serving members of the board. All members must receive 8 hours of training within 12 months of their appointment. The board prefers a group training style compared to an individual, self-led training. More information regarding the dates of the training will be given during the next meeting.

12. Art Mural on DA Buildings

Hector Gutierrez gave the update on Art murals on DA Buildings:

- Hector Gutierrez researched different projects that would beautify the city. The proposed idea is to have a mural or art project on the side of the 751-771 building that faces Forest Parkway. He spoke with the artist who designed murals for Ted Turner, students from Forest Park High School who assisted him on another art project, and Nachae Jones of Jonesy's Place to gather ideas. A proposal is being drafted for the project.

13. Quit Claim Deed

Kirby Glaze gave the update on the Quit Claim Deed:

- The Authority needs to approve a Quitclaim Deed for property that the Authority had deeded to the City for right-of-way in 2018. The City ultimately decided not to build the road and is transferring the property to the adjoining property owners. The title attorneys want the Quitclaim Deed to clear the title.

Hector Gutierrez made a motion to approve the execution of Quit Claim Deed. Lois Wright seconded the motion. Motion approved unanimously.

**OTHER DISCUSSION:**

Felicia Davis mentioned committees within the Authority such as workforce, small business, and art that were discussed at a prior meeting. The Chairman Billy Freeman, Jr. recommended that the topic be discussed at the next regular meeting.

Economic Development Update, given by Bruce Abraham:

- Façade Grants: A program funded by the Development Authority to assist businesses on Main Street in the remodeling of their business. Business owners can be awarded up to \$25,000 to assist with their project through the grant if they contribute 20% of their own funds. 3 awards have been approved thus far.
- Grand Openings: 5 upcoming grand openings for businesses throughout the community.
- Townhomes on Main Street: The project is set to close very soon.
- Zaxby's: The restaurant is on target to close very soon.
- Building 751-771 on Main Street: Construction on the deck between the two buildings is finally under way. A ribbon cutting will take place once the construction is done. It was suggested that the Board should determine a name for the property.
- Workforce Development: Bruce Abraham met with Rev. Clinkscales of the Rock Church of Atlanta and other members of the community to discuss establishing a workforce development center. This will be in conjunction with the proposed Business Coalition for local small and large businesses.

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

**ADJOURNMENT:**

Chairman Billy Freeman, Jr., adjourned the meeting at 6:35pm.

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.