



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

Wednesday, July 21, 2021, 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

**Lois Wright, Chairwoman**  
**Pamela Lake, Vice Chairwoman**  
**Eliot Lawrence, Secretary**  
**Hector Gutierrez, Member**  
**Alvin Patton, Member**  
**Trudy Smith, Member**  
**Felicia Davis, Member**

**Present:**

Chairwoman, Lois Wright  
Eliot Lawrence  
Hector Gutierrez  
Alvin Patton  
Trudy Smith  
Felicia Davis

**Also Present:**

Mike Williams, City Attorney  
Bruce Abraham, Economic Development Director  
Darquita Williams, Interim Finance Director  
Kimberly James, Councilwoman  
Kisha Bundridge, Economic Development Associate

**Absent:**

Pamela Lake

**CALL TO ORDER/WELCOME:**

Chairwoman, Lois Wright called meeting to order at 5:34 PM.

**APPROVAL OF MINUTES:**

Approval of Minutes from June 23, 2021

**1. Approval of Development Authority Meeting Minutes from June 23, 2021**

Felicia Davis made a motion to approve the minutes as is from the June 23, 2021, meeting.

Hector Gutierrez seconded. Trudy Smith abstained.

Roll call for approval. Motion approved.

**NEW BUSINESS:**

**2. Approval of DA Proposed 2021 -2022 Budget (discussed at 6/23/21)**

Interim Finance Director, Darquita Williams advised that while the proposed budget had been discussed and approved at the last meeting, June 23, 2021, the board would need to ratify their approval of the budget with a motion, second and vote.

Alvin Patton made a motion to accept the proposed 2021 – 2022 budget.

Hector Gutierrez seconded. Trudy Smith abstained.

Roll call for approval. Motion approved.

**3. Sign Placement on Property at Ash and Main Streets**

Mike Williams, City Attorney shared that as per a request from the city, the Development Authority board was being asked to ratify a verbal agreement that grants permission for signs to be placed on Development Authority property. Hector Gutierrez and Eliot Lawrence asked if the signs would have to look a certain way and comply with the city's sign ordinances.

Mike Williams explained that in September 2021, there will be a broad amendment being made regarding the sign ordinances. The existing sign ordinances do not have many guidelines, but the new ordinances will. Some council members had been contacted and had been given permission to post signs. The city is making the request to make it official. Mike Williams explained that this permission is meant to include events, businesses, announcements, etc. that are associated with the City of Forest Park, provided it is pertaining to city business.

Lois Wright added that it means to promote or advertise the goings on within the City of Forest Park.

Hector Gutierrez asked about the progress of development in the triangle. Currently, Mr. Gutierrez holds Food Truck events on that space and wonders if he is allowed to continue using it even though the property is under contract.

Mike Williams said that it is anticipated development will happen this year and mentioned that there was a recapture clause in the contract that would allow us to terminate the agreement if development does not get underway within a certain time frame.

Lois Wright added that once we close on a deal, the property is no longer ours and at that point Mr. Gutierrez would need permission from the new property owners to hold his events. Until that time that we close, he may continue using the property.

#### 4. Approval of Intergovernmental Agreement Approach

City Attorney, Mike Williams shared that staff would bring forth a two- part plan to update the Intergovernmental Agreement with the City of Forest Park as it relates to staffing and other issues. The Intergovernmental Agreement from 2018 needs to be updated for the Downtown Development Authority, Urban Redevelopment Authority and the Development Authority boards. The new agreement needs to make clear who is responsible for what. Mr. Williams is considering recommending there be one Intergovernmental Agreement for all three boards, that will lay out what each individual board will do and jointly authorize Economic Development Department plans.

Chairwoman, Lois Wright maintains that she will always do what is best for the board as a whole but does not want to enter into an agreement that makes it so that the three separate boards operate as one. Mr. Wright would like to consider options for the renewed Intergovernmental Agreement that allows the boards to function independently.

No motion was taken at this time.

#### 5. Swearing In of New Development Authority Member, Felicia Davis

Felicia Davis was sworn in as the newest Development Authority Board Member. Her term expires July 21, 2025.

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

#### ADJOURNMENT:

Trudy Smith made a motion to adjourn the July 21, 2021, Regular Meeting for the Development Authority at 6:10 PM. Felicia Davis seconded.

Roll call for approval. 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.*