



CITY OF FOREST PARK
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

Thursday, February 27, 2025 at 3:00 PM
City Hall-Council Chambers, Virtual Meeting Via Zoom and YouTube Livestream

Website: www.forestparkga.gov
Phone Number: (404) 363.2454

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

MINUTES

Angelyne Butler, *Chairwoman*
Eric Stallings, *Vice Chairman*
Jacklyn Faith, *Member*
Nancy Howard, *Member*
Tre Holland, *Member*
Dhaval Shah, *Member*
Jay Evans, *Member*

CALL TO ORDER/WELCOME: Chairwoman Butler called the Downtown Development Authority Regular Meeting on February 27, 2025, to order at 3:06pm.

PRESENT:

Angelyne Butler
Jacklyn Faith (attended via Zoom)
Nancy Howard (attended via Zoom)
Tre Holland (attended via Zoom)
Jay Evans

ALSO PRESENT:

Ricky L. Clark, Jr., City Manager
Danielle Matricardi, City Attorney
John Wiggins, Director of Finance
Nicole Dozier, Director of Planning & Community Development
Rochelle B. Dennis, Main Street Manager
Charise Clay, Economic Development Staff Assistant

ADOPTION OF THE AGENDA WITH ADDITIONS/DELETIONS: Jacklyn Faith made a motion to adopt the agenda for February 27, 2025, as submitted. Tre Holland seconded the motion. The motion unanimously passed.

APPROVAL OF MINUTES:

1. **Approval of January 23, 2025, Meeting Minutes:** Jay Evans made a motion to approve January 23, 2025, meeting minutes as submitted. Tre Holland seconded the motion. The motion unanimously passed.

OLD BUSINESS:

2. **Update: 4987 East Street Renovations:** Rochelle B. Dennis, Main Street Manager, provided an overview of the renovations for 4987 East Street. The Economic Development team and Procurement Director will meet with contractors on Tuesday, March 4, 2025, to discuss final repairs and renovations. The Economic Development Department expects final repairs to be completed by the end of March 2025. Jay Evans made a motion to approve the expenditure of not to exceed \$20,000 to purchase furniture for 4987 East Street. The motion was seconded by Nancy Howard. The motion unanimously passed.
3. **Update: 819 Forest Parkway Repairs:** Rochelle B. Dennis, Main Street Manager, shared that the exterior brick repairs at 819 Forest Parkway are complete.

NEW BUSINESS:

FINANCIAL REPORT: Director of Finance, John Wiggins delivered the update.

- The DDA's beginning budget for operating cash totaled \$7,039,334. The current ending operating cash totaled \$2,914,962. Operating revenues were budgeted at \$1,429,768. The ending budget balance for revenue totaled \$2,188,163. Current expenses totaled \$1,052,577. The Georgia Fund 1 current balance is \$2,068,027.99.

MAIN STREET UPDATE: Rochelle B. Dennis, Main Street Manager reviewed the 2025 Forest Park Main Street calendar of events.

- The DDA Board will be presented with budgets per event and a comprehensive event budget for the year. Additionally, Ms. Dennis is working on sponsorship opportunities for our three signature events including the Food & Wine Festival, The Diaspora, and Blues on Main.
- Per Ms. Dennis, the DDA board will receive a 2025 events calendar, branded flyers per event, and a calendar invite per event.
- In addition to events, the Main Street office is working on a Main Street Forest Park logo, branded Main Street swag and merchandise, new branded light pole banners, public art program, branded arts & entertainment district, and a Main Street Ambassador program.

ECONOMIC DEVELOPMENT UPDATE: Rochelle B. Dennis, Main Street Manager, provided the Economic Development Update on behalf of Marsellas Williams who was unable to attend the meeting. For the period covering January 1, 2025, to January 31, 2025,

- the Economic Development team met with multiple real estate developers including Derrick Holland of Trinity Partners and Edrick Harris to name a few
- With the Mayor, Councilwoman Kimberly James, and the City Manager, staff toured Sweet Auburn Avenue Redevelopment site
- Toured and met with tenant prospects for 850 Main Street
- Met with TSW to start work on the URA updated boundary map and strategic plan
- Assisted with Elevate Workforce Development Program
- Drafted new department marketing materials
- Responded to 11 business inquiries
- Met with Clayton State University SBDC on expansion of services to support the Forest Park business community

EXECUTIVE SESSION:

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

Jay Evans made a motion to enter the Executive Session at 3:32pm. Jacklyn Faith seconded the motion. Motion approved unanimously.

Jay Evans made a motion to exit the Executive Session and reconvene the regular meeting at 4:42pm. Jacklyn Faith seconded the motion. Motion approved unanimously.

Jay Evans made a motion to approve the 6th amendment to the real estate purchase agreement with Nouveau Jonesboro for 751-771 Main Street. Jacklyn Faith seconded the motion. Motion approved unanimously.

Jay Evans made a motion to renew the lease for 819 Forest Parkway, Suite B with an annual lease to start on March 1, 2025, at \$1,236 per month. Jacklyn Faith seconded the motion. Motion approved unanimously.

Angelyne Butler made a motion to approve the lease between the Downtown Development Authority and the City of Forest Park for 819 Forest Parkway, Suite D for \$1 per month. Jay Evans seconded the motion. Motion approved unanimously.

Jay Evans made a motion to approve the sale of 4879 West Street to Craig Pharms for \$155,000. Jacklyn Faith seconded the motion. Motion approved unanimously.

Jay Evans made a motion to approve the sale of 4882 Hale Road to Clayton County Housing Authority for \$18,000. Jacklyn Faith seconded the motion. Motion approved unanimously.

ADJOURNMENT:

Chairwoman Angelyne Butler adjourned the meeting at 4:52pm.

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.