



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

Wednesday, December 01, 2021, at 5:30 PM
City Hall-Council Chambers

Website: 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

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.*

CALL TO ORDER/WELCOME:

Chairwoman, Lois Wright, called the Regular Meeting for the Development Authority to order at 5:33 PM.

ROLL CALL:

Present:

Lois Wright, Chairwoman
Eliot Lawrence, Secretary
Alvin Patton, Member
Trudy Smith, Member
Felicia Davis, Member

Absent:

Hector Gutierrez
Pamela Lake

Also Present:

Bruce Abraham, Economic Development Director
Kirby Glaze, Board Attorney
Charise Clay, Economic Development Staff Assistant
Bobby Jinks, Public Works Director
Erica Dixon, Owner of Klass6/ Façade Grant Applicant
Greg Fievet, Owner of Cookiegrams of Georgia/Façade Grant Applicant
Kisha Bundridge, Economic Development Staff Assistant

APPROVAL OF MINUTES:

1. Alvin Patton made a motion to approve the Development Authority Regular Meeting Minutes from October 27, 2021, as is.
Trudy Smith seconded.
Roll call for approval. Approved unanimously

OLD BUSINESS:

2. Economic Development Department Update

Bruce Abraham, Economic Development Director reported that Zaxby's coming to Forest Park is waiting for their plans to be approved.

We expect to have a ribbon cutting to commemorate the closing on 34 townhomes on Main shortly. Rates for these townhomes are expected to be between \$175,000 and \$250,000.

There was a ribbon cutting for the Rataree Road project and the Road is now open, offering congestion relief for vehicles entering and exiting the now heavily populated Ft. Gillem area.

Bruce Abraham introduced Charise Clay, the new support staff member of the Economic Development Department. Charise Clay shared that she is a Forest Park native, moved back into the area in 2019 and is looking forward to supporting the boards as best she can.

Bruce Abraham encouraged the members to get the DA board training offered. He suggests they chose the in-person option if at all possible. He reminded the members that the rules are different than when you work for government.

Bruce Abraham proposed meeting between all boards for a Strategic Session which would allow them to come up with a strategic plan to work better together on projects- they can look at costs and budgets, etc.

Felicia Davis made a motion to add the following items to today's agenda:

- A. Church on Main Street discussion. Eliot Lawrence seconded. Roll call for approval. Approved unanimously

The churches effect the business we are allowed to have. The city is working on a special district (Entertainment District) that will overcome these obstacles by putting new ordinances in place.

Kirby Glaze explained that as long as a church is a permitted use, the zone review will include limitations on those uses for churches. The limitation applies at the time of issuance, so a new church cannot invalidate some existing business. The city plans to address this with the Entertainment license.

Trudy Smith pointed out that this process is moving so slowly.

Bruce Abraham recommended the board send a letter to the city council asking them to allow Main Street to thrive by passing the Entertainment District.

Felicia Davis made a motion to have the board send a letter to the City Council asking they allow Main Street to thrive by creating the Entertainment District. Eliot Lawrence seconded.

Roll call for approval. Approved unanimously.

B. Committees for DA. Eliot Lawrence seconded. Roll call for approval. Approved unanimously.

Felicia Davis said there are things we are all interested in, and if we make a committee for it, we can work on those things.

Kirby Glaze said that the Bylaws provide we can make any committee but must have 3 people from the boards on the committee, and others may participate, but cannot vote. Under the rules of Open Meetings Act, only meetings must comply with the Open Meetings Act. The committees can make recommendations to the board.

Felicia Davis said she wants more engagement from the community. She wants a Workforce Development committee because she feels there is a disconnect between people who need jobs, a Small Business Development Committee and an Art Committee because we are developing and there is a human connection and art makes it easy to make things appealing.

Felicia Davis made a motion to establish three committees. Eliot Lawrence seconded.

Roll Call for approval. Approved unanimously.

Felicia Davis made a motion to appoint the committees as designated:

- Workforce Committee- **Eliot Lawrence**, Lois Wright, and Alvin Patton
- Small Business Committee- **Felicia Davis**, Hector Gutierrez, and Lois Wright
- Art Committee- **Hector Gutierrez**, Felicia Davis, and Trudy Smith

Eliot Lawrence seconded. Roll call for approval. Approved unanimously.

Kisha Bundridge reminded the board that Hector Gutierrez may want to instead chair the Workforce Development Committee, since he has been trying to address Workforce Development for many months, and that one of the other boards is also working on a small business incubator project.

C. Discuss members of the board. Eliot seconded. Roll call for approval. Approved unanimously

Felicia Davis made a motion to have the board convey to City Council their request to reappoint the current members, Eliot Lawrence, and Trudy Smith.

Alvin seconded. Roll call for approval. Approved unanimously.

Felicia Davis wants the board to write a thank you to Pamela Lake, thanking her for her service, and a plaque for Frank Brandon.

NEW BUSINESS:

3. Demolition Update

Bruce Abraham shared that this \$80,000 project went well and is now complete. Everything got approved and it took a lot of environmental. There is a chance that the main gas line is across the street at 771-775 Main Street, and they may have to pull it up.

4. Facade Grant Applications

Two more applications have been submitted for consideration for a Façade Grant. One grant has already been awarded to Nachae Jones' building located at 780 Main Street. Eliot Lawrence mentioned that Nachae Jones had some struggles with completing the application process. Bruce Abraham explained that she has since gotten a second quote and moving along with her building remodel.

Erica Dixon, owner of Klass6 Boutique, a clothing boutique, located at 938 Main Street requested \$25,000 for her \$79,000 project, which includes updating the building structure to make it more commercial and replacing the windows.

Greg Fievet, owner of Cookiegrams of Georgia located at 1142 Main Street requested \$25,000 for his \$39,000 project to update his awning, paint, and redo his landscaping.

Felicia Davis made a motion to approve both Façade Grant applications. Eliot Lawrence seconded. Roll call for approval. Approved unanimously.

5. Main Street Remodel

The remodel of 771-775 Main Street is still underway. The Plaza (or some other name the board choses) will get signage and lights, etc. The original contract for \$109,000 was split into two contracts. We had 3 – 4 bids come in and we went with the least expensive. Lois Wright, chairwoman, said she didn't know we had to get proposals.

Bruce Abraham continued that we had a \$25,000 change order because of the continuing problems with building the deck. The city will not approve what was originally proposed because there is no solid ground. We have had all sorts of options presented to address the issue, including laying sand or grass- which so far may be the best proposition and the city agrees with it. It is still pending some more inspections and would require putting 18 holes for \$12,000 in additional cost for the deck to be built.

Felicia Davis said she wants something urban, artsy, a more creative use of that space, given the physical limitations. Eliot Lawrence pointed out that whatever is placed there will still require something beneath it for support.

Bruce Abraham explained further that there are other structures coming soon, including the welcome station, etc, where there are other opportunities to include art or something creative.

Lois Wright said it is a board decision.

Felicia Davis made a motion to approve the change order. Eliot Lawrence seconded. Roll call for approval. Approved unanimously.

6. Member Headshots

Members were photographed.

7. Intergovernmental Agreement

The Intergovernmental Agreement is still in process. Kirby Glaze has sent it over to Mike Williams, City Attorney for approval.

EXECUTIVE SESSION: (required to discuss Personnel, Litigation or Real Estate issues)

Felicia Davis made a motion to adjourn the Regular Meeting and enter Executive Session to discuss issues concerning Personnel, Litigation or Real Estate at 6:54 PM.

Trudy Smith seconded.

Roll call for approval. Approved unanimously

Felicia Davis made a motion to adjourn the Executive Session, resume the regular meeting. Trudy Smith seconded. Roll call for approval. Approved unanimously.

Meeting resumed at 7:10 PM.

ADJOURNMENT:

Felicia Davis made a motion to adjourn the meeting.

Trudy Smith seconded.

Roll call for approval. Approved unanimously

Meeting adjourned at 7:10 PM.

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.