



**CITY OF FOREST PARK**  
**URBAN REDEVELOPMENT AGENCY REGULAR MEETING**

Thursday, May 09, 2024 at 5:30 PM  
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

**Kimberly James, Chairwoman**  
**Avery Wilson, Vice Chairman**  
**Eliot Lawrence, Member**  
**Yasmin Julio, Member**  
**Debra Patrick, Member**

**CALL TO ORDER/WELCOME:** Chairwoman James called the Urban Redevelopment Agency meeting to order on May 9, 2024, at 5:34pm.

**PRESENT:**

Kimberly James  
Avery Wilson  
Eliot Lawrence  
Yasmin Julio

**ALSO PRESENT:**

Pauline Warrior, Senior Management Analyst  
Danielle Matricardi, City Attorney  
Bobby Jinks, Director of Public Works  
John Wiggins, Director of Finance  
James Shelby, Interim Director of Planning & Community Development  
Charise Clay, Economic Development Staff Assistant

**ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:** Avery Wilson made a motion to adopt the agenda with the exception of #4. Yasmin Julio seconded the motion. Motion approved unanimously.

**APPROVAL OF MINUTES:**

1. Approval of April 11, 2024 Meeting Minutes
2. Approval of May 3, 2024 Special Called Meeting Minutes

Yasmin Julio made a motion to approve the minutes with one correction to the April 11, 2024, meeting minutes. Eliot Lawrence seconded the motion. Motion approved unanimously.

**OLD BUSINESS:**

**NEW BUSINESS:**

3. Financial Report

Director Wiggins delivered the update:

- As of April 2024, the ending balance for operating cash totaled \$4,710,721. The ending balance for operating revenue totaled \$4,511,635.00. Total operating expenses came to \$4,547,005.00. The URA checking account as of April 30, 2024, totaled \$4,028,138.50 and the sinking fund totaled \$682,582.16.

4. ~~Draft of FY 24-25 Budget~~

5. Economic Development Update

Ms. Clay delivered the update:

- There are 3 pending development contracts for properties on Main Street. A 1-day URA strategic planning retreat is being planned per the board's request. The Economic Development department is currently drafting the URA FY24-25 budget. Line items for the URA will similarly mimic those of the Downtown Development Authority and the Development Authority. We are planning a Forest Park Business Association luncheon at Ms. Jerrie's Café mid to end of June. We created and formalized an internal & external property management document for all DDA, DA, and URA properties.

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

Eliot Lawrence made a motion to enter executive session at 6:05pm. Debra Patrick seconded the motion. Motion approved unanimously.

Eliot Lawrence made a motion to exit executive session at 7:02pm. Yasmin Julio seconded the motion. Motion approved unanimously.

**ADJOURNMENT:**

Avery Wilson made a motion to adjourn the meeting at 7:03pm. Debra Patrick 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 404-366-4720.*