



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

Thursday, January 26, 2023 at 6:30 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**  
**Eliot Lawrence, Vice Chairman**  
**Debra Patrick, Member**  
**Marisol Sconiers, Member**  
**Avery Wilson, Member**

### MEETING NOTICE:

*Due to COVID-19, CDC requirements of Masks and Social Distancing will be adhered.*

### CALL TO ORDER/WELCOME:

Chairwoman James called the Urban Redevelopment Authority Meeting on January 26, 2023, to order at 7:40pm.

### Present:

Kimberly James  
Eliot Lawrence  
Debra Patrick  
Marisol Sconiers  
Avery Wilson

### Also Present:

Mike Williams, City Attorney  
Bruce Abraham, Economic Development Director (Via Zoom)  
Charise Clay, Economic Development Staff Assistant

### APPROVAL OF MINUTES:

1. Approval of October 27, 2022 Meeting Minutes

Marisol Sconiers made a motion to approve the minutes as is. Avery Wilson seconded the motion. Motion approved unanimously.

## 2. Approval of November 17, 2022 Meeting Minutes

Eliot Lawrence made a motion to approve the minutes with the addition of more information on the Pentagon 540 settlement. Avery Wilson seconded the motion. Motion approved unanimously.

### OLD BUSINESS:

#### 3. URA Business Cards

Charise Clay gave an update on the business cards:

- A decision was needed to determine what phone number and email address would be used on the board member business cards. Board members' personal phone numbers and email addresses will not be used on them. Chairwoman James took the discussion before City Council and council was not in favor of members having a city generated email address. Mike Williams, City Attorney, suggested each board member have individual official emails for official city business. Next steps: gather costs for the city to maintain a domain for the board.

Debra Patrick made a motion to move forward with ordering the business cards. Eliot Lawrence seconded the motion. Motion approved unanimously.

### NEW BUSINESS:

#### 4. Approval of 2023 Meeting Calendar

Eliot Lawrence made a motion to approve the 2023 meeting calendar. Avery Wilson seconded the motion. Motion approved unanimously.

#### 5. Financial Report

Charise Clay, delivered the financial report:

- The 12/30/2022 Truist account statement detailed the URA Bonds account has \$40,238,157.88.
  - Mike Williams informed board members that the funds in this account are the bonds funds used for all city projects financed by the URA on behalf of the city (New fire station at Gillem, New City Hall, Starr Park renovations, etc.). He also noted that about 3 million of those dollars is reserved to pay the Army when final properties are released.
- The 12/30/2022 Truist account statement detailed the URA Sinking account has \$303,506.86.
- The 12/30/2022 Truist account statement detailed the URA Army account has \$4,854,308.26.

#### 6. Joint Economic Development Retreat (February 24-26)

Kimberly James, discussed the joint economic development retreat:

- The Chair of the Downtown Development Authority proposed another retreat with all 3 boards (URA, DDA, DA) similar to the one held last year at Stone Mountain Park. All members of the URA agreed that they wanted another joint retreat and would participate on the proposed dates (February 24-26).

#### 7. DRI Work Agreement

Mike Williams, discussed the DRI work agreement:

- Gillem Logistics Center falls under the type of development that needs a DRI (Development of Regional Impact). Forest Park Development Partners, City Staff, as well as the ARC (Atlanta Regional Commission) are working together to get Gillem Logistics' DRI approved. Part of the approval process requires additional work be done at Gillem. The largest project is expected to be the right- turn lane leaving Gillem at Moreland Avenue-going east. This agreement is between the URA and the Properties Owners Association (POA) to collect funds from tenants to fund the cost of the project. The board approved an RFP last year to find a

contractor to do the work. Mike Williams recommends that the board approve the work agreement, so the costs are paid by the POA and formally designate Robinson Weeks to manage the project. Eliot Lawrence made a motion to approve the DRI work agreement. Avery Wilson seconded the motion. Motion approved unanimously.

#### 8. Construction Management Agreement

Mike Williams discussed the Construction Management Agreement:

- The agreement formally designates Weeks Robinson Development & Management as the project manager of the DRI project at Gillem. Weeks Robinson will only be managing the project detailed in the scope of work under the DRI work agreement. Once the items in the scope of work are completed, the contract will be over.

Avery Wilson made a motion to approve the construction management agreement. Eliot Lawrence seconded the motion. Motion approved unanimously.

#### 9. Gillem POA Officers update

Bruce Abraham gave the POA officer update:

- The URA recently reappointed Bruce to serve on the POA at Gillem Logistics Center. The POA originally was composed of 3 members: Kroger, David Welch of Weeks Robinson Development & Management, and Bruce Abraham as a representative of the URA. The new board is now composed of 5 members: Bruce Abraham as a representative of the URA, Weeks Robinson Development & Management, Kroger, TA Investments, and Blue Star Studios. The POA elected Bruce Abraham as the President, Rich Goldberg of Blue Star Studios as Vice President, and Robinson Weeks will continue to act as Secretary/Treasurer of the board. Bruce proposes a meeting between the URA and POA to formally establish a relationship between the two entities.

#### 10. Gillem road repairs

Bruce Abraham discussed the Gillem road repairs:

- An engineering firm drove through Gillem and estimated the road repairs to total around \$200,000.00. Any project over \$100,000 has to go through the public bidding process. Falcon Design, the city's engineer, was asked to assist in preparing the bidding documents. Falcon Design prepared a Preliminary Opinion of Probable Cost document with the Anvil Block Road Roadway Repairs, estimating \$530,083.01 as the total. Bruce recommended moving forward with the public bidding process for the Anvil Block Road Repairs. The URA asked Bruce to see if the cost of the road repairs can be shared by the POA as well.

**Other Discussion:** The Board has asked Bruce to consider hiring a local, small business as a landscaping contractor to clean up areas around Gillem instead of going with a larger, commercial company.

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

#### **ADJOURNMENT:**

Debra Patrick made a motion to adjourn the meeting at 8:26pm. Marisol Sconiers 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 404-366-1555.*