CITY OF FOREST PARK

URBAN REDEVELOPMENT AGENCY REGULAR MEETING

Thursday, May 14, 2026, at 5:30 PM
City Hall - Council Chambers

City Website
Phone (404) 363.2454

FOREST PARK CITY HALL
745 Forest Parkway
Forest Park, GA 30297

Avery Wilson, Chair
Kimberly James, Vice Chair
Melanie Carter, Board Member
Taylor King, Board Member
Eliot Lawrence, Board Member
Debra Patrick, Board Member
Sherita Sutton, Board Member

Danielle Matricardi, URA Attorney

Rochelle B. Dennis, Economic Development Director

Meeting will be live-streamed and available on Forest Park's YouTube Channel.

MINUTES

I. **CALL TO ORDER/WELCOME:** Chairman Avery Wilson called the Urban Redevelopment Agency Regular meeting to order on May 14, 2026, at 5:32 p.m.

II. **ROLL CALL**

PRESENT:
Avery Wilson
Melanie Carter
Taylor King
Eliot Lawrence
Debra Patrick (arrived at 5:34 p.m.)
Sherita Sutton

ALSO PRSENT:
Danielle Matricardi, Esq, URA Attorney
Rochelle B. Dennis, Economic Development Director
Captain Sam Batten, Fire Marshal
Captain Derrell Whitehead, Forest Park Police Department
Tony Lamar, Senior Accountant
Charise Clay, Main Street Manager
Dieuvalda Lamartiniere, Economic Development Staff Assistant

APPROVAL OF AGENDA ITEMS WITH ANY ADDITIONS / DELETIONS
Avery Wilson made a motion to remove items number 6 and 7 from the agenda. Taylor King seconded the motion. The motion unanimously passed.

III. APPROVAL OF MINUTES

1. **Approval of the Meeting Minutes for April 9, 2026**
   Melanie Carter made a motion to approve the April 9, 2026, Regular Meeting minutes as submitted. Taylor King seconded the motion. The motion passed unanimously.

IV. PUBLIC COMMENTS - (All Speakers will have 3 Minutes)

There were no public comments.

V. LEGAL UPDATE

2. **Resolution to Repeal, Replace, and Adopt Revised URA Bylaws**

   Avery Wilson made a motion to approve and adopt the revised URA Bylaws presented by Attorney Matricardi. Melanie Carter seconded the motion. The motion passed unanimously.

VI. FINANCE UPDATE

3. **April 2026 Finance Report**
   Senior Accountant Tony Lamar delivered the April 2026 Finance Report:
   Through April 2026 (approximately 83.333% of the fiscal year), the URA Fund recorded YTD revenues and other financing sources of $3,915,669.39 against a total adopted revenue and financing budget of $8,690,500.00. YTD expenditures total $2,427,050.27 against a total expenditure budget of $8,579,050.00 Revenues and financing sources exceed expenditures by approximately $1,488,619.12.

   Compared to March 2026, the fund continues maintaining a positive overall financial position while redevelopment expenditures increased moderately. Lease income and redevelopment-related revenues continue underperforming budget expectations.

   Key YTD Performance Indicators:
   - Total operating revenues collected through April 2026 equal $1,820,949.30, representing 77.8% of the adopted operating revenue budget.
   - Total revenues and financing sources equal $3,915,669.39, driven primarily by interfund transfers and strong interest income performance.
   - YTD expenditures total $2,427,050.27, or 28.3% of the total expenditure budget.
   - Combined expenditures and encumbrances total $4,009,209.04, or 46.7% of the annual expenditure budget.

- Interest income totals $1,382,995.96, representing approximately 92.2% of the annual interest income budget.
- Transfer revenues exceeded adopted budget expectations by approximately $1.19 million.
- Lease income remains the largest unresolve revenue concern with no YTD collections recorded against the $840,000 annual budget.
- The fund maintains a positive YTD financial position of approximately $1,488,619.12.

FY26-27 Draft Budget Review
Economic Development Director Rochelle B. Dennis presented the draft FY 26-27 URA Budget for review and approval. Eliot Lawrence made a motion to approve the FY26-27 URA Budget of $8,347,850. Debra Patrick seconded the motion. The motion unanimously passed.

VII. **OLD BUSINESS**

4. **The Park at Fort Gillem**
    Critical Repairs Updates
    Park at Fort Gillem Financial Update
    Park at Fort Gillem Safety
    Part at Fort Gillem Signage
    Housekeeping Standards
    Leasing Standards - Exception Request

TI Asset Management provided an overview of ongoing operations and management activities at The Park at Fort Gillem. Discussions included updates on critical repairs and maintenance projects, a review of the property's financial performance and budget status, and measures being implemented to enhance safety and security throughout the development. Staff also reported on proposed signage improvements, housekeeping and property appearance standards, and leasing policies. The Board discussed an exception request related to leasing standards and received information regarding the rationale and potential impact of the request.

Eliot Lawrence made a motion to approve the reallocation of critical repair funds as recommended by TI Asset Management, including the purchase of signage and Flock Cameras. Eliot Lawrence seconded the motion. The motion unanimously passed.

Melanie Carter made a motion to approve revised rental rates for improved move-in ready units at the Park at Fort Gillem. Sherita Sutton seconded the motion. The motion unanimously passed.

5. **Grapevine Update**

NASA Lifeline Mural Update: Main Street Manager Charise Clay provided an update on the NASA Lifeline Mural project. Staff reported that a mural artist has been selected and is currently developing concept designs for the mural. An introduction of the selected artist and presentation of the proposed concepts is anticipated at the June Urban

Redevelopment Agency meeting.

Discussion on Pay App #4
April Pay Application #4

- PPI presented the April pay application for Board consideration.
- Staff reported that the application had been reviewed and discussed with Technique.
- Following review, PPI submitted a recommended payment request to Charise in the amount of $31,022.48.
- The payment is funded through the previously approved project budget and will be processed under the existing blanket purchase order.
- The Board approved payment of the April pay application in the amount of $31,022.48.

Request for Change Order (PCO#01) Number One
Storefront Window and Frame Change Order

- Staff provided an update regarding storefront improvements at the Grapevine property.
- The main entrance door and glass replacement are currently underway.
- A proposal was received from Technique to replace the existing storefront windows on both the front and side elevations with clear anodized silver storefront framing.
- The total proposed cost for the storefront window and frame replacement is $42,846.02.
- PPI recommended proceeding with the replacement, noting that the existing storefront materials are more than 20 years old and that replacing the remaining windows would create a more cohesive and updated appearance for the building.
- The Board discussed frame color options, and five Board members expressed support for the brown finish option.
- A motion was made to approve the storefront window and frame change order in the amount of $42,846.02, utilizing brown-colored frames.
- Motion carried unanimously.
- Drive-Thru System Discussion
- Staff introduced a potential future change order for the installation of a drive-thru system to support future tenants occupying the coffee shop space.
- Technique provided a preliminary estimate of $26,604 for the drive-thru system.
- PPI advised that additional details and analysis are needed before making a formal recommendation and plans to provide further information at a future meeting.
- The item was presented for preliminary discussion and Board awareness.
- Drive-Thru Infrastructure Authorization
- Serita Sutton made a motion to proceed with the installation of the conduit and grounding infrastructure necessary to support a future drive-thru system.
- The motion authorized expenditures not to exceed $10,000.
- The motion was seconded by Elliot and approved by the Board.
- PPI will prepare a formal change order document with finalized pricing and

recommendations for future Board consideration regarding full drive-thru implementation.

CDBG Update: Economic Development Director Rochelle Dennis has completed the final reimbursement and has begun the closeout process for the CDBG grant. Documentation is being submitted to request the remaining $396,450.43 in grant funds. The reimbursement request was held until all eligible expenditures had cleared the City's accounts.

6. ~~**Stephen's Lake Dam Remediation**~~

7. ~~**Environmental Policy Review & Approval**~~

VIII. **NEW BUSINESS**

8. **Park at Fort Gillem Surveying Services**
Avery Wilson made a motion to approve the staff recommended Surveying Services Proposal from Valentino & Associates in the amount of $18,250. Debra Patrick seconded the motion. The motion unanimously passed.

IX. **ECONOMIC DEVELOPMENT UPDATE**

9. **Economic Development Update**
Economic Development Director Rochelle B. Dennis delivered the update:
    - The Housing Committee had a successful GICH Spring Retreat in Tifton
    - Welcome AtWork to our Forest Park local business community
    - Thank you to the URA for sponsoring the Development Authority of Clayton County State of the Development Authority
    - We are happy to share with you some of the amazing renovations at the Park at Fort Gillem (Photos of unit renovations were shared)
    - The 2nd Annual Best of Forest Park Awards will be held on December 11th
    - The Clayton County Housing Assessment Open House will be held on June 2nd at 696 Main Street. Forest Park is a host site.
    - The Public Art Review Board will hold its kickoff on May 28th
    - The People's Janitorial Mural is nearing completion. This public art installation is in partnership with See Clayton and Arts Clayton.
    - The Office of Economic Development is working with CCPS on a potential Youth Apprenticeship initiative. More details to come.
    - The Magnolia Lounge grand re-opening / ribbon cutting will be held on May 21st @ 2pm at 3920 Jonesboro Road in partnership with the Chamber of Commerce
    - Digital Realty Tax Abatements are still pending as we wait on a decision from Clayton County. The Community Benefits Agreement is also pending further negotiations.
    - 794 Main Street – Georgia Utility Training Center - under contract as of May 2025;

They are going to the Urban Design Review Board on May 22, 2026, followed by the Planning Commission on June 18, 2026

- 760-770 Main Street – Prestwick Development – under contract as of May 2025; 60-unit LMI mixed use development; resubmitted to DCA for tax credits; Will know status in October 2026
- 850 Main Street – Pending Redevelopment as café and micro suites
- 842 Main Street – Pending Redevelopment as potential container arts / entertainment court
- College Street / Main Street Residential Redevelopment – vetting several proposals

X. EXECUTIVE SESSION - Personnel, Litigation, Real Estate or Cyber Security OCGA § 50-14-1

Avery Wilson made a motion to enter Executive Session at 7:04 p.m. Eliot Lawrence seconded the motion. The motion unanimously passed.

Avery Wilson made a motion to adjourn the Executive Session and reconvene the Regular Meeting at 7:19 p.m. Eliot Lawrence seconded the motion. The motion unanimously passed.

Avery Wilson made a motion to approve the agreement with TSW for $15,000. Eliot Lawrence seconded the motion. The motion unanimously passed.

XI. ADJOURNMENT

Chairman Avery Wilson adjourned the meeting at 7:20 p.m.

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720.