



CITY OF
FORESTPARK

CITY OF FOREST PARK
DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING
Thursday, August 27, 2026 at 3:00 PM
Council Chambers

[City Website](#)

Phone (404) 363.2454

ECONOMIC DEVELOPMENT

745 Forest Parkway
Forest Park, GA 30297

AGENDA

Eric Stallings, Vice Chair
JoAnn "Jay" Evans, Board Member
Kenneth Gray, Board Member
Delores Gunn, Board Member
Bambi Hayes-Brown, Board Member
Floyd Holland III (Tre Floyd), Board Member
Dhaval Shah, Board Member
Danielle Matricardi, Esq., DDA Board Attorney
Rochelle B. Dennis, Director of Economic Development

VIRTUAL MEETING NOTICE: Council Meetings will be live-streamed and available on Forest Park's YouTube Channel.

- I CALL TO ORDER/WELCOME**
- II ROLL CALL**
- III ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS**
- IV APPROVAL OF MINUTES**
 - 1. Board Approval of Downtown Development Authority Regular Meeting Minutes from June 25, 2026**
 - 2. Board Review of Downtown Development Authority Strategic Retreat Meeting Minutes from July 23, 2026**
- V PUBLIC COMMENTS (All Speakers will have 3 Minutes)**
- VI LEGAL UPDATE**

VII FINANCE UPDATE

- 3. May 2026 Finance Report**
- 4. June 2026 Finance Report**
- 5. July 2026 Finance Report**

VIII OLD BUSINESS

6. Review of Project Scannell Tax Abatement

Background/History:

Project Scannell is a proposed development within the City of Forest Park seeking consideration of a tax abatement incentive to support the project's development, investment, and recruitment of an end-user tenant. The project consists of a 281,880-square-foot speculative warehouse building on approximately 22 acres. The property was acquired from BlueStar Studios and is positioned for future industrial/commercial use. The requested tax abatement incentive is intended to enhance the marketability of the speculative facility and assist in recruiting an end-user tenant to the property. The project represents a significant private investment opportunity for the City and has the potential to expand Forest Park's commercial tax base and support future economic activity associated with the site.

7. Review of Project Gateway Tax Abatement

Background/History:

Project Gateway is a proposed development within the City of Forest Park seeking consideration of a tax abatement incentive to support the project's development, investment, and expansion of the regional workforce.

Project Gateway involves the relocation and expansion of a wholesale distributor of automotive parts specializing in the import and distribution of original equipment (OE) and high-quality aftermarket replacement parts for both import and domestic vehicles. The proposed expansion will relocate the Company's existing operations in Gwinnett County to a new, larger distribution facility located at 2160 Anvil Block Road in Forest Park.

The contemplated facility consists of an existing approximately 400,000-square-foot industrial building designed to support large-scale warehouse and logistics operations. The facility will primarily be utilized for the wholesale distribution of automotive parts and supplies, as well as related office, administrative, and support functions.

Project Gateway currently employs approximately 60 full-time employees, including operations and managerial personnel. All existing employees are expected to transfer to the Forest Park facility. In addition, the expansion is projected to create approximately 95 new full-time positions between 2026 and 2029, significantly increasing the Company's regional workforce.

The project is anticipated to represent approximately \$20 million in capital

investment, primarily associated with personal property, equipment, and leasehold improvements necessary to support the Company's high-volume distribution operations. The project represents a significant opportunity to attract and retain a major employer in Forest Park while expanding the City's commercial tax base and strengthening its position as a regional logistics and distribution hub.

8. **Review and Approval of FY26-27 Landscape Contractor**

Background/History:

The Downtown Development Authority solicited bids for landscaping services for FY2026–2027 to provide ongoing maintenance and beautification of DDA owned properties within the Downtown/Main Street District. Staff received and reviewed bids from qualified landscaping contractors. The bids were evaluated based on the proposed scope of services, pricing, experience, and the contractor's ability to meet the DDA's landscaping and maintenance needs. The DDA is being asked to review the received bids and approve the recommended contractor for the FY2026–2027 landscaping contract.

9. **Joint Board Authority Retreat Update**

Background/History:

The City's Development Authority (DA), Downtown Development Authority (DDA), and Urban Redevelopment Agency (URA) are planning a joint Board retreat to strengthen coordination, discuss shared priorities, and align the Authorities' strategic goals for the upcoming year. Staff has proposed several dates in October and November 2026 and is currently collecting Board member availability. The retreat is anticipated to be a full-day session from 9:00 a.m. to 4:00 p.m., with the location to be determined.

10. **Review and Approval of Property Survey for 868 Forest Parkway**

Background/History:

The Downtown Development Authority previously authorized staff to move forward with the necessary steps and obtain quotes to white box 868 Forest Parkway for future leasable retail space. As part of the redevelopment planning process, a current property survey is necessary to document existing site conditions and support the design and planning of the proposed improvements. Staff has obtained a contract for professional survey services and is requesting DDA review and approval of the proposed contract.

11. **Review and Approval of Portable Restroom Trailer Rental for Blues on Main 2026**

Background/History:

The Downtown Development Authority will host Blues on Main 2026 on October 9, 2026, as part of its ongoing efforts to promote downtown Forest Park, support local businesses, and provide quality community events. To accommodate anticipated event attendance and provide adequate restroom facilities for attendees, staff is seeking approval to rent a portable restroom trailer for the event. The rental will help ensure a safe, clean, and convenient experience for event participants, vendors, staff, and guests. Staff has

obtained a proposal for the portable restroom trailer rental and is requesting DDA review and approval to proceed.

12. **Blues on Main 2026 Artist Contract Review and Approval** - Economic Development

Background/History:

IX NEW BUSINESS

13. **Commercial Property Management Services**

Background/History:

The Development Authority owns and manages commercial properties that require ongoing oversight, including tenant coordination, property maintenance, vendor management, inspections, lease administration, and financial reporting. To strengthen property management and ensure consistent oversight of the Authority's commercial portfolio, staff has developed a Request for Proposals (RFP) for Commercial Property Management Services. The proposed scope includes day-to-day property operations, maintenance coordination, tenant relations, lease monitoring, budgeting, inspections, and reporting.

14. **Review and Approval of 819 Roof Inspection Proposal**

Background/History:

The Downtown Development Authority is responsible for maintaining its properties and ensuring that building conditions are evaluated and addressed as needed. As part of ongoing property maintenance and planning for 819 Forest Parkway, staff is seeking a professional roof inspection to assess the current condition of the roof and identify any necessary repairs, maintenance, or replacement needs. Staff has received a proposal for professional roof inspection services and is requesting DDA review and approval to proceed with the inspection.

X ECONOMIC DEVELOPMENT UPDATE

Background/History:

The Office of Economic Development continues to advance a diverse portfolio of economic development, redevelopment, business retention, workforce, housing, and property management initiatives throughout Forest Park. Current priorities include supporting major development projects, preparing board authorities for upcoming decisions, advancing downtown redevelopment, and strengthening partnerships that support long-term investment and job creation.

Several key projects remain active, including the 60-unit Florence on Main mixed-use development, redevelopment of Main Street properties, the Grapevine culinary incubator, and ongoing redevelopment opportunities at Fort Gillem. The Office is also actively engaged in business attraction and retention efforts, including Project Gateway, Project Scannell, Digital Realty, and

prospective businesses seeking to locate or expand in Forest Park. Tax abatement requests associated with several Gillem projects are expected to receive Board consideration in August.

The City continues to pursue opportunities to strengthen housing and community development through the Georgia Initiative for Community Housing (GICH), affordable senior housing, and other residential redevelopment proposals. Workforce initiatives include the annual Forest Park Job Fair, Elevate 2.0, and partnerships with regional workforce and training organizations. In addition, the Office is managing a portfolio of nearly 60 board authority-owned properties, addressing maintenance and tenant issues while developing new property management and brokerage service strategies. Grant activity remains strong, including the recovery of an additional \$100,000 in CDBG funding, bringing total recovered funding to \$496,000. Looking ahead, staff will focus on advancing active development projects, preparing for August board meetings, strengthening business engagement.

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

XII ADJOURNMENT

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.