



CITY OF FOREST PARK
DEVELOPMENT AUTHORITY REGULAR MEETING

Wednesday, August 25, 2021, at 5:30 PM
City Hall-Council Chambers, Virtual Meeting Via Zoom

Website: www.forestparkga.gov
Phone Number: (404) 363.2454

ECONOMIC DEVELOPMENT
745 Forest Parkway
Forest Park, GA 30297

AGENDA

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.*

To join the meeting via Zoom:

<https://zoom.us/j/96431940317?pwd=N2tiV0NacXdJZTBCEVFsdFZBMnUxZz09>
Dial in: 1-929-205-6099 **Meeting ID:** 881 1786 9003 **Passcode:** 787175

CALL TO ORDER/WELCOME:

ROLL CALL:

Approval of Minuets from July 21, 2021, Regular Meeting and August 17, 2021, Special Called Meeting

1. Approval of Meeting Minutes from July 21, 2021, Regular Meeting
2. Approval of Meeting Minutes August 17, 2021, Special Called Meeting

OLD BUSINESS:

NEW BUSINESS:

3. Introduction Attorney Kirby Glaze

4. Request for Proposal to develop four properties on Main Street belonging to the DA, as part of the LCI plan.
- [5.](#) Discussion: Demolition of Main Street Properties
6. Discussion: Board Retreats/ Planning Sessions
- [7.](#) Discussion: Sanitation bills for DA property
- [8.](#) Facade Grant Consideration

EXECUTIVE SESSION: (Executive Session is required to discuss issues concerning Personnel, Litigation or Real Estate)

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.



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ECONOMIC DEVELOPMENT
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MINUTES

Lois Wright, Chairwoman
Pamela Lake, Vice Chairwoman
Eliot Lawrence, Secretary
Hector Gutierrez, Member
Alvin Patton, Member
Trudy Smith, Member
Felicia Davis, Member

Present:

Chairwoman, Lois Wright
Eliot Lawrence
Hector Gutierrez
Alvin Patton
Trudy Smith
Felicia Davis

Also Present:

Mike Williams, City Attorney
Bruce Abraham, Economic Development Director
Darquita Williams, Interim Finance Director
Kimberly James, Councilwoman
Kisha Bundridge, Economic Development Associate

Absent:

Pamela Lake

CALL TO ORDER/WELCOME:

Chairwoman, Lois Wright called meeting to order at 5:34 PM.

APPROVAL OF MINUTES:

Approval of Minutes from June 23, 2021

1. Approval of Development Authority Meeting Minutes from June 23, 2021

Felicia Davis made a motion to approve the minutes as is from the June 23, 2021, meeting.
Hector Gutierrez seconded. Trudy Smith abstained.
Roll call for approval. Motion approved.

NEW BUSINESS:

2. Approval of DA Proposed 2021 -2022 Budget (discussed at 6/23/21)

Interim Finance Director, Darquita Williams advised that while the proposed budget had been discussed and approved at the last meeting, June 23, 2021, the board would need to ratify their approval of the budget with a motion, second and vote.

Alvin Patton made a motion to accept the proposed 2021 – 2022 budget.
Hector Gutierrez seconded. Trudy Smith abstained.
Roll call for approval. Motion approved.

3. Sign Placement on Property at Ash and Main Streets

Mike Williams, City Attorney shared that as per a request from the city, the Development Authority board was being asked to ratify a verbal agreement that grants permission for signs to be placed on Development Authority property. Hector Gutierrez and Eliot Lawrence asked if the signs would have to look a certain way and comply with the city's sign ordinances.

Mike Williams explained that in September 2021, there will be a broad amendment being made regarding the sign ordinances. The existing sign ordinances do not have many guidelines, but the new ordinances will. Some council members had been contacted and had been given permission to post signs. The city is making the request to make it official. Mike Williams explained that this permission is meant to include events, businesses, announcements, etc. that are associated with the City of Forest Park, provided it is pertaining to city business.

Lois Wright added that it means to promote or advertise the goings on within the City of Forest Park.

Hector Gutierrez asked about the progress of development in the triangle. Currently, Mr. Gutierrez holds Food Truck events on that space and wonders if he is allowed to continue using it even though the property is under contract.

Mike Williams said that it is anticipated development will happen this year and mentioned that there was a recapture clause in the contract that would allow us to terminate the agreement if development does not get underway within a certain time frame.

Lois Wright added that once we close on a deal, the property is no longer ours and at that point Mr. Gutierrez would need permission from the new property owners to hold his events. Until that time that we close, he may continue using the property.

4. Approval of Intergovernmental Agreement Approach

City Attorney, Mike Williams shared that staff would bring forth a two- part plan to update the Intergovernmental Agreement with the City of Forest Park as it relates to staffing and other issues. The Intergovernmental Agreement from 2018 needs to be updated for the Downtown Development Authority, Urban Redevelopment Authority and the Development Authority boards. The new agreement needs to make clear who is responsible for what. Mr. Williams is considering recommending there be one Intergovernmental Agreement for all three boards, that will lay out what each individual board will do and jointly authorize Economic Development Department plans.

Chairwoman, Lois Wright maintains that she will always do what is best for the board as a whole but does not want to enter into an agreement that makes it so that the three separate boards operate as one. Mr. Wright would like to consider options for the renewed Intergovernmental Agreement that allows the boards to function independently.

No motion was taken at this time.

5. Swearing In of New Development Authority Member, Felicia Davis

Felicia Davis was sworn in as the newest Development Authority Board Member. Her term expires July 21, 2025.

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

ADJOURNMENT:

Trudy Smith made a motion to adjourn the July 21, 2021, Regular Meeting for the Development Authority at 6:10 PM. Felicia Davis seconded.

Roll call for approval. 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.



CITY OF FOREST PARK
DEVELOPMENT AUTHORITY SPECIAL CALLED MEETING

Tuesday, August 17, 2021, at 5:30 PM
City Hall-Council Chambers, Virtual Meeting Via Zoom

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

Present:

Chairwoman, Lois Wright
Eliot Lawrence
Hector Gutierrez
Alvin Patton
Felicia Davis

Also Present:

Mike Williams, City Attorney
Bruce Abraham, Economic Development Director
Kisha Bundridge, Economic Development Coordinator

Absent:

Trudy Smith
Pamela Lake

CALL TO ORDER/WELCOME:

Chairwoman, Lois Wright called meeting to order at 5:33 PM.

EXECUTIVE SESSION:

Felicia Davis made a motion to recess the Regular Meeting and go into Executive Session to discuss issues concerning Personnel, Litigation or Real Estate at 5:34 PM.

Hector Gutierrez seconded.

Roll call for approval. Motion approved unanimously.

Eliot Lawrence made a motion to resume the regular meeting at 5:47 PM.

Hector Gutierrez seconded.

Roll call for approval. Motion approved unanimously.

Based on the discussion in the Executive Session, Felicia Davis made a motion to move to appoint Kirby Glaze as counsel for the Development Authority.

Eliot Lawrence seconded.

Roll call for approval. Motion approved unanimously.

ADJOURNMENT:

Felicia Davis made a motion to adjourn the August 17, 2021, Special Called Meeting for the Development Authority at 5:50 PM.

Alvin Patton seconded.

Roll call for approval. 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.



DOWNTOWN FOREST PARK

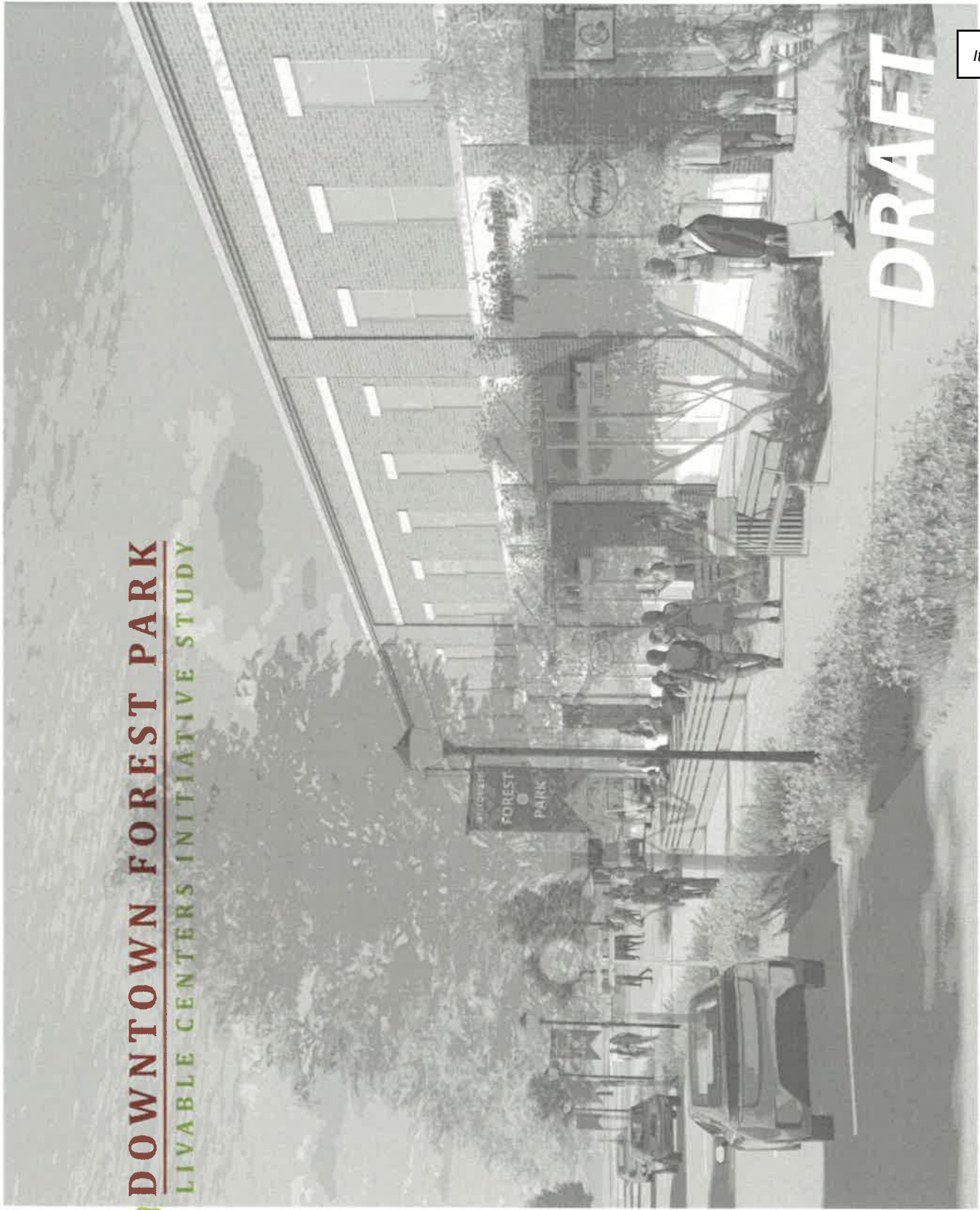
LIVABLE CENTERS INITIATIVE STUDY



Developed for the City of Forest
Park and supported by Atlanta
Regional Commission

Prepared by Lord Aeck Sargent,
KB Advisory Group and
Hummingbird

June, 2021



Item #5.

2.3 STATE OF THE BUILDINGS

STRENGTHS

- Several historic buildings exist in the Downtown historic core on Main Street

ISSUES

- About 15%-20% of the buildings are unoccupied and in substandard or dilapidated condition
- The abundance of vacant / unoccupied properties and substandard building conditions creates an uninviting environment on Main Street

NEEDS/OPPORTUNITIES

- Create continuous building frontage and mix of uses on Main Street through development and redevelopment strategies
- Concentration of vacant properties and vacant buildings along Main Street between College Street and Phillips Drive represents potential development opportunities
- Adaptive re-use of existing buildings such as the Old Theater and several commercial buildings on Main Street

BUILDING OCCUPANCY



BUILDING CONDITION



UNOCCUPIED

Carters Cleaners and Laundry on Main Street



UNOCCUPIED

Vacant building on Main Street



STANDARD

Clayton County Housing Authority on Main Street



SUBSTANDARD

Forest Park Community Shopping Center on Main Street



PARTIALLY DETERIORATED

Strip mall along Main Street



DETERIORATED

Old theater building on Main Street



DILAPIDATED

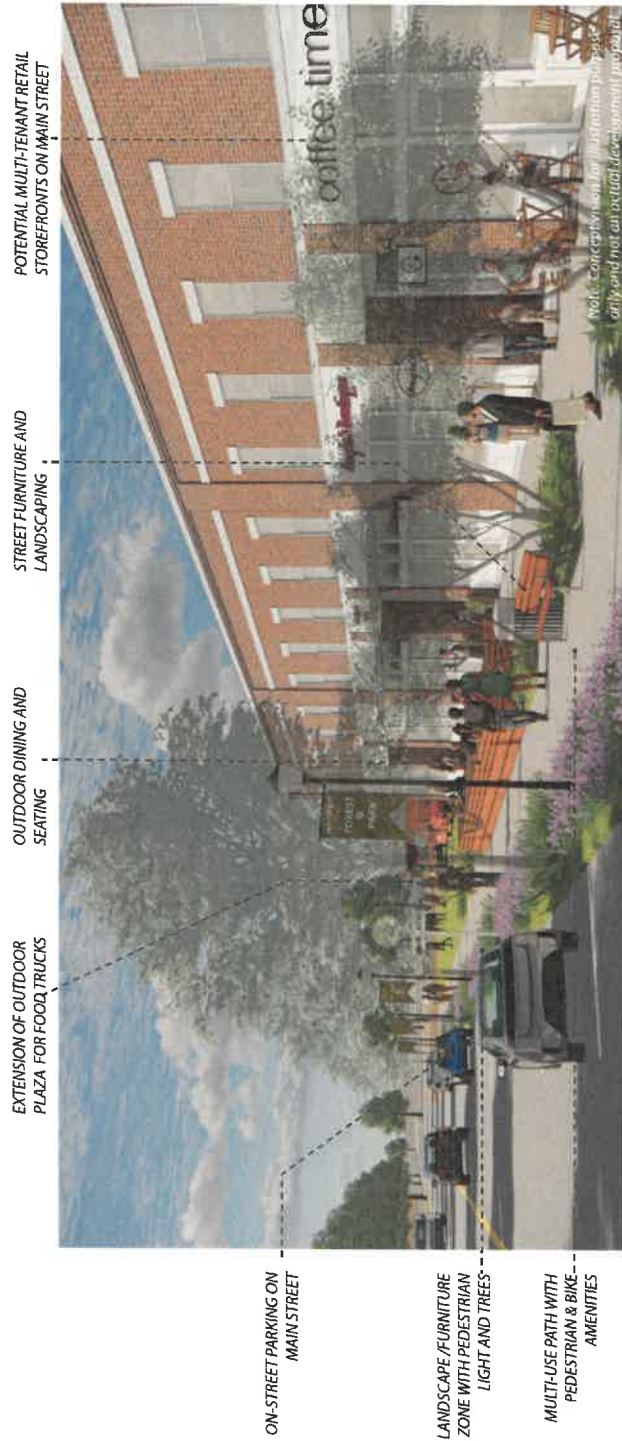
Single family home on Courtney Dr

Traditional Downtown Core

MAIN STREET ACTIVE STOREFRONT VISION



EXISTING MAIN STREET LOOKING WEST NEAR CARTERS CLEANERS & LAUNDRY



MAIN STREET REDEVELOPMENT VISION



EXISTING MAIN STREET LOOKING WEST NEAR FOREST PRIMITIVE BAPTIST CHURCH



RECOMMENDATIONS 34

Item #5.

Forest Parkway Improvements



Forest Parkway is a regional road managed by Georgia Department of Transportation (GDOT) but at the local level it serves as a gateway into Downtown and the main connector to Starr Park. The current roadway is designed to handle a large volume of traffic with two lanes in both directions, a turn lane, and deceleration lanes (+/- 90 ft curb to curb). Even with traffic signals and pedestrian lights, it feels unsafe to cross Forest Parkway. The lack of pedestrian safety is exacerbated by the large railroad right-of-way (+/- 160 ft wide). The combined right-of-way is +/- 250 ft with traffic and at-grade crossing creating an unsafe and uninviting pedestrian crossing.

Considering the community input and several precedents in Metro Atlanta, the feasibility for a pedestrian bridge could be explored at the intersection of Forest Parkway and Lake Drive. There are two potential location options illustrated in the diagram. Since Model Mile Trail crosses at the same location connecting Starr Park and Downtown, a ped-bike bridge could be a viable option at least from the usability standpoint; however, the implementation of the bridge may be contingent upon more activities in Downtown. The bridge could be a signature gateway feature for the City and Downtown.

Regardless of the bridge, Forest Parkway could be improved for pedestrian safety by including refuge island and safe crossings at the intersections, wider sidewalks/multi-use path, bus shelter, and landscaping.



PEDESTRIAN & MODEL MILE BRIDGE WITH GATEWAY SIGN

REFUGE ISLAND FOR SAFE PEDESTRIAN CROSSING

BUS SHELTER

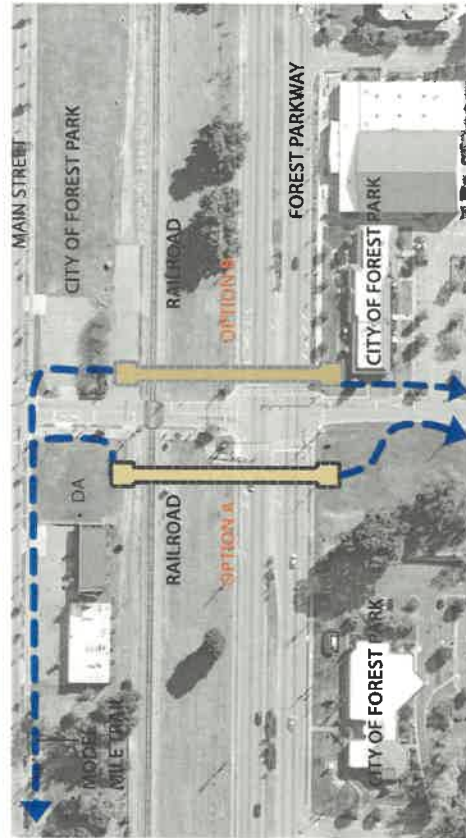
WIDER SIDEWALK/MULTI-USE PATH WITH PEDESTRIAN AMENITIES

EXISTING STRIPING FOR BUS STOP AND TURN LANE

Note: Concept vision for illustration purpose only and not an actual development proposal



Pedestrian Bridge Example, Peachtree Corners Town Center





From: Lee Peek <leepeek@caa.inc>
Sent: Thursday, August 19, 2021 9:17 AM
To: Bruce Abraham <BAbraham@forestparkga.gov>
Cc: James Shelby <jshelby@forestparkga.gov>
Subject: Re: Dilapidated structure

Good morning Bruce,

Per your request we met at the subject structure to determine the issues that need to be addressed so the structure will be up to current code. I understand this is needed to evaluate whether or not to demolish the structure. My findings are as follows:

The existing wood ramp at the front is rotting, too steep and lacks code compliant handrails.

The existing restroom does not meet Georgia Handicap accessibility code. The door is too small to allow for wheelchair access, the room itself has the same problem: the fixtures are not mounted at the proper height and the toilet does not have grab bars.

There are penetrations around the perimeter of the foundation. The openings need to be sealed or covered to prevent weather, insects and other pests from entering.

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The structure lacks exit signs and emergency lights.

The furnace does not appear to be operable and the air conditioning unit is missing.

The rear stairs need a 3'x3' landing, the step height is in excess of the maximum 7" required by current code. There are no handrails and there is no landing at the bottom of the stairs.

The floor is sagging in some areas. It is likely a structural engineer will be needed to provide corrections.

The water heater exhaust is not connected to the flue.

The dry wall in the room at the right rear is damaged due to what appears to be a previous roof leak.

The front gutter has pulled away from the overhang and is falling.

The siding is damaged at the corner where the front stairs are located.

Due to the age of the house there is a possibility of the structure containing asbestos and lead paint. I recommend the structure be tested for both.

I did not enter the attic or the crawl space but it is unlikely that the existing insulation does not meet current code and will probably need to be upgraded.

Hopefully this will be helpful in deciding the fate of the structure. If you have any questions please let me know.

Lee Peek

404 273 6186

list of Development and Redevelopment Authority properties being billed for sanitation services.

Development Authority

760 MAIN ST
 770 MAIN ST
 794 MAIN ST
 916 MAIN ST
 920 MAIN ST
 932 MAIN ST
 850 MAIN ST
 904 MAIN ST
 938 MAIN ST
 4908 COLLEGE ST

Redevelopment Authority

751-759 MAIN ST
 763 -771 MAIN ST

Breakdown:

Development Authority	SIZE	WM Cost	CITY RATE	CUST CHARGE
696 MAIN ST	4YD	\$43.04	\$65.93 MONTHLY	
760 MAIN ST	CART	\$15.45	\$58.35	(PENDING CONFIRMATION)
770 MAIN ST	NO TRASH CONTAINER/UNOCCUPIED			
850 MAIN ST	4YD	43.04	\$65.93 MONTHLY	\$30 EA. SHARED
932 MAIN ST	NO TRASH CONTAINER/UNOCCUPIED			
938 MAIN ST	NO TRASH CONTAINER/UNOCCUPIED			
794 MAIN ST	NO BUILDING			
904 MAIN	NO BUILDING-FOUNTAIN			
916 MAIN ST	NO BUILDING-FOUNTAIN			
4908 COLLEGE ST	NO BUILDING-FOUNTAIN			
920 MAIN ST	NO BUILDING-FOUNTAIN			
Redevelopment Authority				
751-759 MAIN ST	8YD	77.19	\$131.87 MONTHLY	\$30 EA SHARED
763 -771 MAIN ST				\$30 EA SHARED



Forest Park Facade Grant Application

Applicant Information:

Applicant Name: Nachae Jones

Co-Applicant Name: _____

Business Name: Rhema Word Enterprises, LLC

Business License Number: In Progress

Street Address 780 Main Street

City Forest Park

State/Zip GA 30297

Cell Phone #: 267-236-9971

Alternative Phone #: _____

Email: nachae.jones@gmail.com

Project Description:

Please provide a general description of your project. Include all drawings and plans with application.

Upgrade of Decorative Exterior Architectural Features
(Changing residential roof frontal to a commercial frontal)
(Adding awning over front deck)

If the building is currently not in use, what is the proposed use for the building?

Art Studio with a focus on Art Therapy



Costs & Expenses

What is the estimated cost for the building improvements? Please include supporting documentation with application.

\$49,000

Grant amount requested: \$25,000

Applicant Acknowledgement:

I, Nachae' Jones acknowledge that the information contained in this application is true and accurate.

I, the undersigned, understand that the façade grant must be used for the project described in this application. I have read and agree to abide by the required guidelines of the Forest Park Façade Grant program. I will adhere to the decision of the Development Authority. I understand that improvements funded by the Development Authority must be maintained for a period of at least three years. I understand that if approved, I will not be eligible for the façade grant for three years once grant funds are disbursed.

Applicant Signature: Nachae' Jones

Co-Applicant Signature: _____

Date: 8/3/2021

FOR OFFICE USE ONLY

Reviewed by: _____ Date Reviewed: _____

Project Type (Major or Minor Improvement): _____

Date Presented to DA: _____ Date Approved: _____

Amount Approved: \$ _____ Required Completion Date: _____

Notes:

UP Architecture and Construction

247 Sumac Trail
Woodstock, GA 30188 US
office@upatlanta.com
uparchitectureandconstruction.com

Item #8.



Estimate

ADDRESS
Nachae Jones

ESTIMATE 1048
DATE 08/10/2021
EXPIRATION DATE 08/24/2021

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Brick	Build a second floor Facade with current brick	1	20,000.00	20,000.00
Demolition	Front facade	1	7,000.00	7,000.00
Roof	Re do roof	1	5,000.00	5,000.00
Paint	All brick	1	5,000.00	5,000.00
Framing	Build Metal facade	1	12,000.00	12,000.00

Disclaimer: This estimate is an approximation is based on information provided from the client regarding project requirements. Not include the rendes-Drawings and permits

TOTAL

\$49,000.00

Accepted By

Accepted Date

