

DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
CITY OF FOREST PARK
MEETING HELD VIA ZOOM
January 28, 2021
5:30 P.M.

Call to Order:

Chairwoman Angelyne Butler called the Downtown Development Authority meeting for January 28, 2021 to order at 5:30 P.M.

Present

Chairwoman, Angelyne Butler; Vice Chair, Steve Bernard; Eliot Lawrence; Ed Taylor

Also Present:

Mike Williams, City Attorney
Bobby Jinks, Public Works Director
Darquita Williams, Deputy Finance Director
Danita Hamid, Economic Development Assistant

Absent:

Eric Stallings; Lois Wright

Swear in Nachae Jones

The Downtown Development Authority's new member, Nachae, Jones took the City of Forest Park Oath of Office.

The Oath of Office was administered by Chairwoman Angelyne Butler.

**Approval of the Minutes:
November 19, 2020
December 1, 2020**

Eliot Lawrence made a motion to approve the proposed minutes for November 19, 2020 and December 1, 2020.

Ed Taylor seconded the motion.
Roll call for approval. Motion approved.

Note: Steve Bernard was unavailable to vote on this item due to technological issues.

**Discussion: 2021 Proposed
Meeting Dates**

Mike Williams, City Attorney, explained that the board needed to approve the proposed meeting dates so that they could be published as the official regular meeting dates for the year.

**Approval of the 2021 Proposed
Meeting Dates**

Ed Taylor made a motion to approve the proposed meeting dates for 2021.

Eliot Lawrence seconded the motion.
Roll call for approval. Motion approved.

Note: Steve Bernard was unavailable to vote on this item due to technological issues.

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**Discussion: Updates to the
Downtown Development
Authority Bylaws**

Chairwoman Angelyne Butler explained that the only changes to the bylaws were in Section 3 and Section 4 of the bylaws.

Section 3 update: regular meetings will be held on the fourth Thursday of each month at 5:30 PM.

Section 4 update: written notice for special meetings can be sent electronically via email.

**Approval of the Updated
Bylaws**

Eliot Lawrence made a motion to approve the updated bylaws.

Ed Taylor seconded the motion.
Roll call for approval. Motion approved.

Note: Steve Bernard was unavailable to vote on this item due to technological issues

Officer Election

Eliot Lawrence made a motion to nominate Angelyne Butler as Chairwoman, Steve Bernard as Vice Chair, and Ed Taylor as Secretary.

Ed Taylor seconded the motion.
Roll call for approval. Motion approved unanimously.

Budget Update

Eliot Lawrence made a motion to table to budget update until the Finance Department could send the budget for members to review.

Steve Bernard seconded the motion.
Roll call for approval. Motion approved unanimously.

Adjournment

Ed Taylor made a motion to adjourn the meeting.

Eliot Lawrence seconded the motion.
Roll call for approval. Motion approved unanimously.

Meeting adjourned at 5:43 P.M.