

City of Forest Park
Development Authority
Meeting Minutes
Held via Teleconference
June 24, 2020

- Call to Order:** Lois Wright called meeting to order at 5:45 PM
- Present:** Chairperson, Lois Wright; Vice Chair, Pamela Lake; Alvin Patton; Eliot Lawrence; Trudy Smith.
- Also Present:
Bruce Abraham, Economic Development Director
Mike Williams, City Attorney
Danita Hamid, Economic Development Assistant
Ken Thompson, Finance Director
- Absent: James Hurtado, Frank Brandon
- Chair Comments**
- Lois Wright asked the board the consider maintaining ownership of several Main Street buildings to serve as small business incubators instead of selling the buildings to developers. She proposed improving the exterior of 751 – 771 Main Street to set the tone for how businesses on Main Street should look. Bruce Abraham explained that Economic Development Department is planning to meet with an engineer to discuss options and potential costs to improve the exterior of the buildings.
- Lois Wright also asked the board if they would be interested in having a luncheon to brainstorm strategies to become more involved with city improvements.
- Approval of Minutes:
April 29, 2020**
- Eliot Lawrence made a motion to table the minutes until the next meeting so that all board members could review them.
- Pamela Lake seconded the motion.
Motion approved unanimously.
- Discussion: Forest Park
Small Business Relief
Grant**
- Lois Wright provided the board with brief overview of the proposed Forest Park Small Business Relief Grant.
- The Forest Park Small Business Relief Grant was developed by the Economic Development Department on behalf of the Development Authority. The purpose of the grant is to assist small businesses in Forest Park, which have suffered revenue loss and financial

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uncertainty due to the Covid-19 Pandemic. The grant program will award fifty (50) small businesses in Forest Park with \$2,000 to offset their business expenses. These expenses can include, but aren't limited to, payroll, rent, and operating costs.

The grant would be available to businesses in Forest Park with an active 2020 business license in the City and no more than ten (10) employees. Applications would be processed by Danita Hamid, Economic Development Assistant and award recipients would be selected at the board's discretion.

The investment total for this program would be \$100,000, but \$50,000 would be reimbursed through the Clayton County CDBG fund.

Approval of the Forest Park Small Business Relief Grant Program

Eliot Lawrence made a motion to approve the proposed Forest Park Small Business Relief Grant with an investment of \$100,000 to provide fifty (50) \$2,000 awards to small businesses in Forest Park, with \$50,000 to be reimbursed through the Clayton County CDBG Fund.

Pamela Lake seconded the motion.
Motion approved unanimously.

Discussion: Use of the Community Center

Lois Wright informed the board that the Mayor and Council were interested in using the upstairs of the community center as a broadcasting space.

She explained that she would have more information for them about this matter in the next meeting.

No action needed.

Approval to Obtain Estimates for Main Street Improvements

Eliot Lawrence made a motion to approve Bruce Abraham's plan to meet with an architect to determine costs associated with improving buildings on Main Street.

Pamela Lake seconded the motion.

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Motion approved 3-1.

Adjournment

Trudy Smith made a motion to adjourn the meeting.

Pamela Lake seconded the motion.
Motion approved unanimously.

Meeting adjourned at 6:29 PM