

**DDA Minutes – Strategic Planning
February 20, 2019
8:00 – 9:00 a.m.**

DDA Members Present: Sarah Murphy Sam Burch Harlan Shirley
Nancy Muselwhite Clark Ninneman Jamie Wyatt
Addison Lester

Staff Present: Brian Wismer Julie Herbert Tom Lee
Mike Bush

Call To Order:

Murphy called the February 20, 2019 meeting to order.

Annual Election of Officers:

Motion by Lester and seconded by Burch that all officers currently serving remain the same for 2019. Motion carried unanimously.

Approval of Minutes:

Motion by Burch and seconded by Musselwhite to approve November 28, 2018 meeting minutes. Motion carried 6 to 1. Wyatt abstained.

Executive Session:

Motion by Wyatt and seconded by Burch to go into Executive Session to discuss acquisition or lease of real estate. Motion carried unanimously.

Motion by Wyatt and seconded by Lester to come out of Executive Session. Motion carried unanimously.

Consider R-1-19 to accept transfer of Train Depot.

Wisner read resolution R-1-19 and requested board approval. Murphy stated that there are two interested parties and suggested that they get their own appraisal of the building/property.

DCA Monthly Report and Downtown Development:

Wisner gave the DCA Economic Activity/Local Development report for the month of January 2019. Wisner stated that there was one event which was the MLK parade on January 21. There were also 4 new businesses, and 5 new jobs; 1 home sale and 1 rehab.

HDF Report:

Lee gave the HDF report for the month of January and stated that it is not unusual for the attendee count to be down for this time of the year.

Financial Report:

Bush presented the financial report and stated they the audit was completed on January 31. Bush stated that DDA is a “blended component unit” with a different tax number to City, although blended (supported by City Finance staff). DDA requires a separate tax return. Bush stated that in order to purchase anything over \$1,000.00, there is a requirement to receive at least three quotes, per the City’s purchasing policy. Wisner stated that this is also mentioned in the DDA bylaws. Council has to approve any budget amendments.

Murphy discussed the tax appeal for the 101 South Glynn building.

Wisner asked Bush about the remaining term on the 2008 and 2011 bonds. Bush stated that he would look into this and report back to Wisner.

Holliday Dorsey-Fife Museum:

Lee went over the 2018 goals and stated that some of the goals have been completed; some are ongoing. In regard to the 2019 goals, Lee stated the following:

- Museum will need to be painted within the next 2 years
- Windows (sealed) will be addressed one-by-one; the windows need to be unsealed to help preserve them.
- Eave troughs – original consultant will be coming back and looking at these.
- Shutters need repainting – rear and sides.
- More insulation is needed in certain areas of the attic.
- Exhibits – continue to develop final exhibit plan and add new panels
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Lee stated that he attended the Georgia Museum Conference and it was very informative. Lee stated the historic buildings cost more to repair; and often times, you cannot find replacement material at your local Home Depot.

DDA Project Planning:

2018 Goals Review:

- Wismer recapped the 2018 goals and their current status.

2019 Tasks and Goals:

- Wismer stated that one of the goals is to make significant progress on the Alleyway project. Wismer stated that he met with Toni, daughter of the owner from the stationery store at 119 S. Glynn and received a verbal agreement to participate.
- Wismer stated that he followed up with Graves who owns Old Courthouse Tavern. Charles Ballard is out of the office, but Wismer is trying to schedule a meeting off site.
- Wismer stated that our attorney is still working through Clark's attorney for his participation.
- Easement route would be the easiest way to go. Liability issue if something happens on easement part of property. Wyatt stated it would be a good idea to present the liability issues to the stakeholders. Wismer needs to confirm legalities with attorney.

Murphy asked if funds are in place if we get agreement from all parties to go forward with the Alleyway project. Wismer stated that there are no funds in place for construction, however funds are available to do the engineering portion.

Burch stated that it would be nice to have all businesses on board by March 2019 so that the Alleyway project can go forward.

Wismer stated that the Lester house did not get a lot of interest from last summer's RFP. Wismer has recently walked through the house and stated the following:

- Need to make significant renovations and improve curb appeal so that the house will show better to prospects.
- Wismer contacted pest control to look at the house. Wismer stated that pest control cannot be done until other items are completed underneath the house.
- Floor supports need to be looked at; retrieve paint sample to find out if it is lead based; paint walls, sand floors, plumbing; heat and air. Burch stated that the roof would need to be looked at as well. Lester stated that the front porch roof has a leak.

Murphy stated that they need to allocate funds for this and need an estimate to determine cost. Wyatt asked how much money does DDA have. Bush stated that there is money available. Musselwhite asked about the walking trail plan; is there one available? Wismer stated that the downtown area is a significant part of the Master Path Plan currently under development.

Wismer stated that while at the Council Retreat, it was suggested to use the house to host art exhibits.

Wisner reported on the City Hall project. In regard to the road connectivity, they are trying to add a road, which could take part of the bus barn. Wisner stated that there is a lot of talk as to what to do; however, nothing has been confirmed. Wisner wants to keep the bus barn, and stated that there is a meeting on Friday, February 22 to discuss this further. Burch agreed that the bus barn does not need to be torn down; feels that there is potential use for it.

Wisner reported on the 101 South Glynn Street building and stated that the balloon payment is due the middle of this year. Wyatt asked if it should be refinanced? Wisner stated that he would recommend refinancing. Bush stated that DDA may be able to use the Public Facilities Authority for refinancing, however, it may not be ready by May. Bush stated that it would be a good idea to pay balloon payment in May and then wait for the Facilities Authority to take place, then refinance.

Murphy stated that she, Gresham, and Wisner went before the Board of Equalization and a decision was made, but the question was not fully answered. If the case is lost, the City will not take this to court. Murphy stated that this is not fair to Gresham. Motion by Wyatt and seconded by Musselwhite to pay the tax this year on the 101 building. Burch abstained. Motion carried 6 – 1.

Waters Building (230 West Lanier)– Ninneman stated that he has a customer that may be interested in getting items from the building. Wisner stated that City Clerk Barksdale may inventory items inside the building for public auction.

GDOT approved the permanent lane closure on Stonewall Avenue E in front of the courthouse. City staff is currently developing the lane closure plan.

Southern Ground Amphitheater:

Wisner presented the 2019 concert lineup. Wisner stated that there will be a Series A and Series B this year. Customer survey indicated that they still want “spotlight” concerts. Wisner stated that he is still working on Series B and it should be ready soon.

Adjourn:

Motion by Wyatt and seconded by Burch to adjourn

Next meeting, March 20.