

**DAHLONEGA DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET BOARD**

**November 9, 2017**

**8:45 AM**

**DDA Board Room - City Hall**

**Meeting Minutes**

**Members Present:** Tony Owens, Chairman; Mike Miller; Larry Odom; and Hal Williams

**Members Absent:** Donna Logan

**Guests Present:** Doug Parks, City Attorney; Bill Schmid, City Manager; and Robb Nichols, Dahlonega-Lumpkin Co Chamber Director

**Staff Present:** Jan Harris, Director

**Staff Absent:** Danielle Bell

I. Call to order – The meeting was called to order by Chairman Tony Owens who noted that a quorum was present.

II. Approve September 12, 2017 meeting minutes – MOTION: A motion to approve the minutes as presented was made by Hal Williams and seconded by Larry Odom. It passed unanimously.

III. Approve financial report – Jan Harris reviewed the monthly financial report with the board. It was received as information by the board and no action was required.

IV. Staff Report – Jan reported that she was settling into the position and that she and Danielle had just relocated into their new offices in the small portable building. She is working on updating the database of business and property owners. Staff is also working on continuing work already begun last year concerning the fee schedule for special events and festivals. Christmas decorations are well underway utilizing City staff and volunteers. Jan reported that she has attended several meetings including ones with the Dahlonega-Lumpkin Co. Chamber, the Historic Preservation Commission and the City Council.

V. Update on Streetscape Project – Jan reported that Streetscape is progressing. Timely updates (usually on a weekly basis) are being sent to DT business owners to keep them informed.

VI. Board Member Vacancies – Tony reminded the board that there are two vacancies remaining on the board. Deanna Walters is the nominee to replace Bruce Howerton. Another nominee would be necessary to replace Chris Welch on the board. Jan asked the members to consider who might be a strong fit for that spot. With the upcoming election, it was determined that the board would wait to present Deanna and the other nominee to Council at the January City Council meeting for its approval. No action was taken.

VII. Announcements from partner agencies

- City of Dahlonega – City Manager Bill Schmid reported for the City of Dahlonega, the Historic Preservation Commission and the Planning & Zoning Commission. He reported that staff were continuing to work on updating the streetlights with ones which would fit well in the downtown district. He reported that he hoped to have the new City Marshall and Community Development Director on staff soon. This would mean that all vacancies for key city staff have been filled.

- University of North Georgia – There was no one present to report on their behalf.

- Chamber of Commerce/Tourism Office – Robb Nichols reported that he was settling into his new position as the Director of the Chamber. He, Jan and Bill would be meeting to discuss the various roles involved in downtown events and festivals and how best to work together.
- Downtown Merchant Coalition – Tony Owens reported that this organization continues to develop and will be working with the Main Street-DDA as the decorating of downtown progresses toward the Christmas holiday.

VIII. New Business – Doug Parks, City Attorney updated the board on progress with the UNG bond. Under Doug’s direction Hal Williams made the following MOTION: A Motion to approve as resolution entitled: “A Resolution of the Downtown Development Authority of the City of Dahlonega Authorizing, Inter Alia, the issuance in one or more series of not to exceed \$115,000,000 in aggregate principal amount of the Downtown Development Authority of the City of Dahlonega refunding revenue bonds (North Georgia MAC, LLC project), series 2017 (the “Resolution”); and to authorize the City Attorney to pursue validation of the bond issue authorized by the Resolution as well as to authorize the officers of the Downtown Development Authority to execute such documents as may be necessary to facilitate these matters. The motion was seconded by Mike Miller and it was unanimously approved.

IX. Adjourn – Chairman Tony Owens adjourned the meeting at 9:45 am.

DRAFT