

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

July 10, 2014 Meeting Minutes

**Board Members Present:** Hal Williams, Donna Logan, Denson Martin, Tony Owens, Chris Welch, Larry Odom

**Board Members Absent:** Mac McConnell

**Partners Present:** Bruce Georgia, Gary McCullough, Amy Booker

**Staff Present:** Joel Cordle, Rebecca Shirley

Chris Welch called the meeting to order at 8:45 AM

**I. Approve June 10 meeting minutes** - a motion to approve the meeting minutes as presented was made by Denson, seconded by Hal. All members present approved the motion.

**II. Approve financial report**– Joel asked the board to refer to the financials included in the board packet. He detailed the April expenses and current balances. A motion was made to approve the report as presented by Denson, seconded by Hal. All present approved the motion.

## **III. DDA-Main Street Four Point Projects**

### **ORGANIZATION**

1. Chairman's update – Chris announced that because of a Smith House lodging expansion project that may involve requesting sponsorship for Dept. of Community Affairs or Ga. Cities Foundation low interest loans, he would step down as chairperson. Denson (vice-chairperson) chaired the remainder of the meeting.
2. Support Designation of S. Park St. Residential Historic District and Expansion of Existing Downtown Commercial Historic District to S. Chestatee, E. Main, N. Grove – no report on this item
3. Assist Council with Downtown Master Plan Implementation – no report on this item

### **ECONOMIC DEVELOPMENT**

1. Work with Partners on Regional Center for Business & Investment – Joel reported there was a team meeting held with a bond financing expert a month ago to discuss financing options for the hotel conference center piece of the project. The consultant will report back on fees and options. The university's consultants are still completing the site selection study that may be complete by July 25. The Board of Regents will then decide the location of the center.
2. Support City Council on Parking Management – Rebecca reported the UNG parking deck hours available for public use have been verified and Greg is aware of the process if there is a problem during his working hours. 1,000 parking guides have also recently been printed.
3. Develop Downtown Arts Strategies Engaging Arts Groups for Economic Development – no report at this time.
4. Support Master Plan Catalytic Real Estate Projects and Property Owners Development/ Redevelopment of Strategic Sites – Joel reported that the City Council's Goals and Initiatives this year listed as a priority project the development of detached single family homes on the former elementary school property on North Park Street. A Request for Qualifications (RFQ) for builders has been drafted. Next Thursday the council will review the document at the work session and it will then be on the Aug 4 council meeting for approval. Council has discussed transfer of the property to the DDA to facilitate the project.
5. Keep Inventory of Available Spaces & Businesses Seeking Spaces – Joel asked the board to refer to the board packet with the inventory sheet of properties and prospects. Changes to property status were noted.

### **PROMOTION**

1. Support Downtown Shopping with Retail Promotion & Advertising – Rebecca reported on the final details of the Comcast & GPB advertising campaigns, status of the downtown Pinterest page, 3<sup>rd</sup> annual downtown shopping event schedule for Aug 4, and Nugget advertising

## **DESIGN**

1. Support Streetscape Construction for Pedestrian Safety & Landscape Improvements– Joel reported that at next Thursday's work session the streetscape design engineer group will make a presentation to council. The design work is completed and beginning to move into ROW acquisition phase.
2. Conduct Walks with Partners to Pinpoint Issue Areas & Monitor Implementation of Findings – Rebecca reported the walk around items have been submitted to the appropriate departments and that she will continue to follow up. A few dates will be proposed at the Aug board meeting for the fall walk around.
3. Expand Dahlonga Stories History Plaque Program – Rebecca reported she mailed approximately 40 grant packages to property owners and receiving positive feedback.

## **IV. Staff Report**

Board members received a copy of the staff report. Rebecca and Joel reported on the major projects worked on during the previous month.

## **V. New Business**

1. Ga. Cities Foundation/DCA project loan endorsement – Joel said the Welch family is beginning the application for a low interest loan through GA Cities Foundation and/or DCA for the Thomas House on N Grove St. The loan amount is not determined at this time but support from the DDA is needed. A motion to endorse the project was made by Hal, seconded by Donna. Larry recused himself and Chris was not present for the vote, having left the building for a doctor's appointment before the agenda item came up.

## **VI. Announcements from partner agencies**

- City of Dahlonga - Gary reported the renaming of City Hall, the expansion of residential recycling program, and manager and council are considering some restructuring of the organizational chart at this time.
- Chamber of Commerce/Tourism Office - Refer to the activity report Amy handed out.
- University of North Georgia – No report
- Historic Preservation Commission - Joel passed out the May HPC meeting minutes for the board to review.

## **VII. Adjourn**

A motion to adjourn was made by Tony at 10:00 AM, seconded by Donna. All members present unanimously approved the motion.