

# DAHLONEGA DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET BOARD

August 13, 2015

## MEETING MINUTES

**Board Members Present:** Hal Williams, Donna Logan, Mike Miller, Tony Owens, Larry Odom

**Board Members Absent:** Chris Welch, Denson Martin

**Partners Present:** Bill Schmid, David Zunker, Bruce Howerton, Gary McCullough

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

Larry called the meeting to order at 8:42 AM.

**I. Approve July 9 meeting minutes** – A motion to approve the minutes as presented was made by Hal, seconded by Donna. All members present unanimously approved the motion.

**II. Approve financial report** – Joel detailed the expenditures and revenues for the month of July. A motion to accept the financial report as presented was made by Tony, seconded by Hal. All members present unanimously approved the motion.

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

#### ORGANIZATION

1. Promote Downtown Safety & Security – City Manager Bill Schmid reported they conducted a nighttime safety audit to look at lighting. He has also coordinated with the sheriff's department to pay off duty deputies, accepting applications for the Downtown Ambassador job vacancy, and a mock fire exercise with the fire department is pending.

#### ECONOMIC DEVELOPMENT

1. Support Council on Parking Strategies – City Manager Bill Schmid reported promotional cards for residents, visitors, and UNG students and faculty have been printed and are being distributed. Hal reported he spoke to the businesses along West Main and there is no opposition to expanding the 3 hour parking. Tony reported there is currently no feedback, for or against, from the businesses along East Main Street for incorporating 3 hour parking.
2. Support Downtown Job Growth – Joel reported the Work Plan committee met in June. Nothing to report at this time other than the downtown playground has been added to the committee's work plan.
3. Inventory of Available Spaces & Prospects – Joel referred to the inventory sheet included in the board packet for the itemized list of changes and vacancies.

#### PROMOTION

1. Increase Downtown Shopping with Retail Promotion & Advertising – Rebecca gave an update on social media, advertising and event production for the month of July.

#### DESIGN

1. Support Streetscape Construction for Pedestrian Safety & Landscape Improvements – Construction likely to begin in February.
2. Conduct Walks with Partners to Pinpoint Issue Areas & Monitor Implementation of Findings – Tony volunteered to participate in the Walk with Partners committee. The committee will be recommending a date for the fall walk around at the September board meeting.
3. Expand Dahlonega Stories History Plaque Program – Donna volunteered to participate in the Dahlonega Stories committee. It was also recommended that David Zunker participate as well. The committee has distributed application and is currently working with UNG for the S Chestatee building.

**IV. Staff Report (5 minutes)** – Board members received a copy of the July staff report and Rebecca and Joel highlighted the projects they have been working on during that time.

### V. Announcements from partner agencies

- City of Dahlonega – Gary reported that the City is currently working to fill some key slots on staff.
- University of North Georgia – nothing additional to report.
- Chamber of Commerce/Tourism Office David passed out the 2<sup>nd</sup> quarter report for the Chamber and reported on key items.
- Historic Preservation Commission – Joel reported the HPC's July meeting minutes included in the meeting packet.
- Dahlonega 2000, Inc. – meeting to follow the DDA board meeting.

**VI. New Business** - Joel reported that Mike Miller will be attending training and he will be working with the Mayor to fill Denson's seat.

**VII. Adjourn** – Hal made a motion to adjourn the meeting, seconded by Donna. All members present unanimously approved the motion. Larry adjourned the meeting at 10:00 AM.