

**DULUTH
DOWNTOWN DEVELOPMENT AUTHORITY
Main Street Conference Room
May 16, 2017
MINUTES**

Present: Rob Ponder – DDA Chairman
Jim Graham – DDA Member
Bill Weaver - DDA Member
Pam Smith - DDA Member
Slade Lail – DDA Member

Absent: Ron Osterloh – DDA Vice Chairman
Ken Odum – DDA Member

Staff: Economic Development Manager Chris McGahee
Economic Development Will Corbin
Assistant to Mayor and City Mgr. Kim Jackson
City Manager, James Riker

Council: Mayor Nancy Harris

DDA Chairman Rob Ponder called the May 16, 2017 DDA meeting to order at 6:33 p.m.

MINUTES

Chairman Rob Ponder requested approval of the minutes from the April 18, 2016 meeting. **Slade Lail made a motion to approve the April 18th DDA meeting minutes; Jim Graham seconded the motion. All voted in favor.**

EXECUTIVE SESSION

Bill Weaver made a motion to move into executive session, Jim Graham seconded. With no further discussion, all voted in favor. At 6:36p.m. We adjourned into executive session.

After discussion, Bill Weaver made a motion to adjourn the executive session of the DDA; Pam Smith seconded the motion. All voted in favor. Adjourned executive session at 7:29 p.m.

Mayor Harris left the meeting once the Executive Session was adjourned

OLD BUSINESS

Bill Weaver made a motion for the Downtown Development Authority to approve the first amendment to the IGA and the City of Duluth Downtown Development Authority between Seed Capital Investments, LLC relating to the transfer of certain real estate property located directly north of 3116 Main Street (now 3112 Main Street) in the City of Duluth, Georgia which property is .067 acres located in the Central Business District and within the Urban Redevelopment Area of the City, for the amount of \$10,000.00 dated May 16, 2017 as presented. Pam Smith seconded the motion. With no further discussion, all voted in favor.

Bill Weaver made a motion for the Downtown Development Authority to approve the new Purchase and Sale Agreement between Seed Capital Investments, LLC and the City of Duluth Downtown Development Authority relating to the transfer of certain real property located directly north of 3116 Main Street (now 3112 Main Street) in the City of Duluth, Georgia which property is .067 acres located in the Central Business District and within the Urban Redevelopment Area of the City, for the amount of \$10,000.00 dated May 16, 2017 as presented. Jim Graham seconded the motion. With no further discussion, all voted in favor.

Jim Graham made a motion for the Downtown Development Authority to approve the Venue Management Contract between Eddie Owen Presents, LLC and the Downtown Development Authority for two years with an option to renew annually. Slade Lail seconded the motion. With no further discussion, all voted in favor.

Pam Smith left the meeting after voting was completed.

OLD BUSINESS

Façade Grant – Staff covered the façade grants that have been submitted and what we are anticipating submittal. The existing policies and procedures were discussed with the DDA. Staff was also directed to research the existing Façade Grant policies and application. They were also asked to look into the amount and increasing it to \$2,500, looking at the boundaries used for the façade grant, definition of a façade and eligible projects. There will be no look back on any already approved façade grants once the new policy is voted on.

Bill Weaver made a motion for the Downtown Development Authority to approve Mike Burell the use of DDA's doors for the entrance of his building and direct staff to create an agreement, which has a claw back condition. Jim Graham seconded the motion. With no further discussion, all voted in favor.

Updates - Staff updated the group in the recent event that the Economic Development Department had at the Red Clay Theater for commercial and Residential Brokers to update them on Duluth. Staff updated the group on the upcoming Redevelopment Peer Tour taking place on Friday in Columbus GA. Will Corbin gave an update on the Home South Residential project and other downtown Duluth projects ongoing.

NEW BUSINESS

Façade Grant – The existing policies and procedures were discussed with the DDA. Staff was also directed to research the existing Façade Grant policies and application. They were also asked to look into the amount and increasing it to \$2,500, looking at the boundaries used for the façade grant, definition of a façade and eligible projects. There will be no look back on any already approved façade grants once the new policy is voted on.

PUBLIC COMMENTS

ADJOURNMENT

There being no further business, Bill Weaver made a motion to adjourn the regular session of the DDA; Slade Lail seconded the motion. All voted in favor. The meeting closed at 8:29 p.m.

Next scheduled DDA meeting is June 20, 2017

Chairman, Rob Ponder

Secretary, Chris McGahee

KJ