

Jefferson Downtown Development Authority
Tuesday, February 26, 2019 6:00pm
Jefferson Station Community Room

Members Present

Joel Harbin
Mac Gramley
Willie Hughey
Les Crane
Shawn Watson
Christine Dalton

Absent

Terry Liles
Pat Levinge

Staff

Beth Laughinghouse

Guest

Greg Laughinghouse

1. Call to Order
 - Meeting was called to order by Joel Harbin at 6:05pm

2. Approve Minutes
 - Approval motion was made by Christine Dalton, second by Willie Hughey.
 - Motion was approved unanimously.

3. Approve Budget Report
 - In Pat's absence, Joel presented the financial report for January 2019.
 - Balance is \$196,529.95 as of January 31, 2019 and the account was reconciled. The DDA as received, in 2019, \$2,885.00 and spent \$2,170.60 and has an overage of \$714.31
 - Joel: Operating numbers for 2018 are income \$38,440. Expenses of \$28928. Management fee of \$4,315. Overage of \$5196.00 that we will be sending back to Regions. At our last meeting, Pat said that she would get those numbers finalized and send the report to Jerri at CBRE.
 - Mac: The auditors will be here the end of March...is that work noting? Beth: Pat knows and is ready for any questions or request they may have.
 - Motion to approve: 1st Willie, 2nd Christine. Motion passed unanimously.

4. Committee Reports
 - a) **Lee Street**
 - Joel: Any repairs Shawn?
 - Shawn: I cleaned up a spot on the wall behind the teller line. Plaster had bubbled out but can't figure out where the water is getting in. I cleaned off the area that was messed up.
 - Shawn: The heat issue that is presently running on a temporary power source...the company that I had contacted about fixing it is shutting down. They want me to find someone else to do the repairs because obviously they are not going to be in business and can't warranty their work. I'll need to find a new company.
 - Beth: Would you send an email to Ray and I just so he has an update and record of the delay? Shawn: Sure.
 - Shawn: I'm sure the new company will want to come out and look at the job themselves.

- Willie: There is a company on MLK that I use for the church; they don't do residential, only commercial.
- Shawn: I've schedule the manager to let me in the drive thru to look at those pipes, but it's been pouring down rain both times so we've postponed it.
- Beth: We also have the pressure washing of the building on Shawn's schedule to do but with the problem of water getting in some how, somewhere we have that project on hold for right now. We did check upstairs but we saw no evidence of leaks upstairs.
- Mac: Do you suppose with all this rain, it has soaked through somehow?
- Beth: Anything is possible.
- Willie: I noticed the other day, in front of Regions Bank, that the sidewalk cracks...the putty is coming out. Beth: I'll get Joe to look at that.
- Willie: It goes the length of the building. Mac: Rain could be getting under the building.
- Shawn: The little "ledge" on the building could be where the water is getting in. I've got to get up there when it's dry and look at it. I'll need to get in the ceiling in the lobby and see what I see and that would have to be done on the weekends or after hours.

Contract Negotiations:

- Shawn: Debra and I have exchanged a few emails from the last meeting and we're still getting on the attorney's schedule. We'll keep moving forward.
- Mac: Are we up against the wall on the contract?
- Joel: No, the contract isn't up for renewal until July 2020.

a) Façade Grant Applications

- No new applications February.
- Beth: I do have two in the works for maybe March if HPC approves the requests.

b) South Public Square Project

- Beth: One of the RSVP projects is the redoing of the property behind the buildings on the south side of the square. The building owners own all the way back to the junipers which are on the DDA's property. The new vision for that area is to come off the back of the buildings with a 15' sidewalk, 2 9' roads (one in and one out) and then parking spaces where the junipers are now. Joe Savage and Jeff Killip have looked at the area and we will be pulling a new waterline over to the parking lot behind Subway for a new fire hydrant. We noticed that when we move the parking spaces into the space where the junipers are, there will be two power poles in parking spaces. Georgia Power came out and looked at the project; they asked who owned the property and of course I said the DDA. If the City does not own the property where the pole are, the cost to move them poles would be 90% of the total cost to the DDA and 10% to Georgia Power. If the City owns the property, Georgia Power pays for the project 100%. I would like to request the DDA donate the strip of property to the city so this project can be done at no cost to neither the City or the DDA.
- Mac: I thought the DDA was a function of the city.

- Beth: They are a total separate entity from the city but were created by a resolution of the City Council. You have your own powers...you can borrow money, issue bonds, own property and obviously rent property. Since you are a legal entity and own the property, that strip would need to be moved to the city's name.
- Mac: It's a simple transfer of property, let's do it.
- Willie: When the project is completed, can the city give the property back to the DDA?
- Beth: They could, however, long term, if Regions Bank ever leaves, that existing drive through...you may want to do something other than putting a bank back in that building. Then it becomes, depending on the project, a question of who should own the property. If it involves Georgia Power, the city needs to own it. As a DDA, again, you as an Authority have the power to borrow money for a building project. I think as long as the city owns it, they would be responsible for the repair and maintenance. I don't think you would want them to deed that back to the DDA. Mack, to address you point...when we start work on the park/amphitheater area, it will be a collaborative effort.
- Shawn: The way the DDA's property is now...the parking behind Subway, the DDA property butts into it. I can't see how us giving that strip to the city would affect anything.
- Beth: this project would actually be something Regions is happy with...for years they have tried to get the junipers removed because it is perceived to be a safety issue.
- Joel: We are going to have to get with the bank that holds the mortgage because they would have to release that piece of the property in order for us to transfer it to the city.
- Shawn: If it were to affect any buffer issue, but I can't see that that would be a problem.
- Les: It just may be a contractual mortgage with the bank.
- Beth: I'll take care of that. I would like for you all to make this request official.
- Joel: We'll probably have to have it surveyed....is the City willing to pay for that?
- Beth: I can't say that they will, but I think the cost to move those two poles versus paying for a survey, they would be receptive to that. I will check with Angela at Georgia Power to see what the 90% cost the DDA would have incurred if they had to pay for the moving of the poles.
- Joel: A survey would certainly be less than moving the two poles.
- Les: Beth, I don't know if this would be advantageous to see if the bank is receptive to taking this strip out of the mortgage...no sense in paying for a survey if they are not going to do it
- Beth: I'll call Tammy tomorrow.
- Joel: This will change the definition of what they are leasing. Remember we asked them about this spot and they pointed us to the spot in the lease where they were leasing the 3 acres around the drive thru.
- Beth: I don't think they are leasing this little strip. They only lease up to the asphalt. Each year when they ask us to dig up the bushes, I point out to them that they are not leasing that strip of land.

- Joel: What we saw in the lease at first, we didn't see where the lease covered the drive thru and they pointed us to that spot in the lease. With that being said, who wants to take a stab at forming that motion?
- Shawn: Make a motion that given that the mortgage holder and Regions don't have an issue with that strip of property and that the city will pay for the survey to remove it from the original deed, the DDA would be willing to donate that strip of property between the Regions Bank and the asphalt behind the buildings on South Public Square to the City of Jefferson
- Les: I'll second.
- Joel: Passed unanimously.

6. Old Business

a) **501c3**

- Beth: I have received the paperwork from the IRS that we are now a 509a2 non-profit organization. I'll get this copy to Pat. This will also let us qualify for any grant that says we need to be a non-profit.
- Joel: I think it just has with us being a pseudo-government entity vs a stand along non-profit.
- Shawn: Is this something you can check with DCA on?
- Beth: It just all depends on the grants that you apply for...they all ask for something different and sometimes they just say you must be a non-profit.
- Shawn: I wonder if we might be worth out time to form a 501c3 also.
- Christine: Pat said it was because of the type of organization that we are. We don't benefit a charity.
- Joel: This is not the Jefferson Downtown Development Authority. This is a separate organization...Jefferson Downtown Foundation.
- Shawn: I'm sorry...I thought you meant the DDA was now a non-profit organization.
- Beth: No, you're still the Jefferson DDA only and the 509a2 is totally separate.

b) DDA Planning Session

- Beth: Just a reminder that the visioning session is coming up on Friday, March 22 from 8:30-12:30. We will be meeting in the library conference room right next door. I will have coffee in the morning and it is a working lunch. Jim Dove and Mott Beck will be leading the session.

c) DDRLF Candidate Update

- Beth: Last month Joel and I updated you that we had signed a proclamation as part of the DDRLF process. Because of DCA's very strict restrictions on their loan, our applicant didn't qualify for their funding. Doesn't mean they are not going to go ahead with their project, just means their financing will come from another place and they have been approved from the SBA. As soon as that closing happens, I'll be glad to share this new business with you all.

d) Other Old Business

- Shawn: After last month's meeting we talked about how the square footage of the Regions bank was determined....I thought we had a plat done?
- Les: I think I emailed it out to everyone.
- Shawn: I haven't got it, I don't think.
- Joel: We have a CAD drawing of that.
- Les: I'll email it again.
- Mac: Friends status?
- Beth: They are working in there. I'll be talking to him next week about the Roosevelt building and I thought I would hit him up for a status on the buildout.
- Mac: There were 2 guys with GDOT standing on the bridge...not sure what they were doing but they were there.
- Beth: That project is supposed to start in September and go 120 days.
- Shawn: What is the project?
- Beth: The renovation of the Curry Creek Bridge. It is a joint project with the Georgia DNR, Historic Preservation division. Clayton Bennett with GDOT nominated this bridge and it is one of three that they will be restoring in the next year.
- Joel: Any other old business?

7. Public Input

- Joel: Willie?
- Willie: Tonight is my last night as a member of the DDA. I've been here since the first day of the DDA in the early 90's. My time expired this year and I've decided not to volunteer again and let someone have the pleasure of serving on this board. So tonight is my last official board meeting. I've enjoyed it...it was me, Fred Gurley, Mike Carron, Janice Wilbanks...was only 5 of us. Of course I got stuck with the Chairman. It's been quite an experience and I've enjoyed it. I know you guys are going to carry on and do great things for the City of Jefferson.
- Joel: Willie, we certainly appreciate the years you have served and your time and you have given to the city in many ways and we are very appreciative of what you've done and what you've meant to us.
- Willie: I did speak with Jim Baily about coming on board and he said he would be willing to serve.
- Joel: Beth has also had someone express interest in serving.
- Beth: Do you want to go back to new business and talk about those two candidates? The person that contacted me didn't even know we had a position coming open they called.
- Joel: Let's go back to new business...no sense in delaying. Any time we have a candidate that might be interested, we need to discuss. Keep in mind there could potentially another position open in the next few months; if we have two candidates that's a good thing.
- Beth: Your positions are very unique..they are defined by law. Willie's position is an at-large position...the other position is a downtown position. Both of these candidates could potentially be members.

- Joel: Beth is talking about Angela Haun with Georgia Power. She lives on Benton Road so she would qualify for the at-large position. Les and I know her from Rotary...she is a go getter...I think she would step in and serve well. She would certainly be worthy of our consideration and it would need to go to City Council for approval.
- Beth: If you would make that in the form of a motion and a second and I'll take it to Priscilla. At this point it can be on the March agenda.
- Mac: We could take that up at the March council session and vote on it in March too.
- Les: I make a motion to nominate Angela Haun for the at-large position. Second by Shawn Watson. Approved unanimously.

8. Adjourn

- Motion was made by Christine to adjourn, second made by Les. Motion passed unanimously. Meeting was adjourned at 6:48 pm.

Respectfully submitted,

Beth Laughinghouse