

Jefferson Downtown Development Authority
Tuesday, January 28, 2020
Jefferson Station Community Room

Members Present

Les Crane
Sabrina Sanderson
Angela Haun
Jim Bailey
Mac Gramley

Absent

Shawn Watson
Christine Dalton

Staff

Beth Laughinghouse
Pat Levinge

Public

1. Call to Order
 - Meeting was called to order by Les Crane at 6:05pm.
 - Les welcomed new members Jim Baily and Sabrina Sanderson
2. Check Presentation
 - Façade Grant checks presented to Sam McDuffie and Revival Hall Taproom
3. Approve Minutes: November, 2019
 - Approval motion was made by Angela Haun, second by Jim Bailey.
 - Motion was approved unanimously.
4. Approve Budget Report: November & December, 2019
 - Pat presented reports. As of 12/31/19: Collected: \$37,505.00, Spent: \$31,724.77, Overage: \$5,780.23. End of year balance: \$206,931.60
 - Overage will be closer to \$1000.00 once 5% management fee is taken from overage.
 - Motion made by Angela, second by Mac. Approved unanimously.
 - Invite the DDA to the city audit presentation; Beth will advise the date of that meeting.
 - Signature card at Mountain Valley needs updating. Motion was made by Angela, second by Mac to remove Holly Ashworth and add Les Crane and Sabrina Sanderson as signers of checks. Motion approved unanimously.
5. Committee Reports
 - a) Lee Street:
 - In Shawn's absence, the committee report for the Lee Street property is postponed until the next meeting. Beth reported only two HVAC thermostat issues since last meeting
 - Jim asked for more details on the new footprint for Regions under the new lease. Les and Beth gave an update on the new contract.
 - Update on renovation: Beth-no updates from Shawn yet.
6. New Business
 - a) Façade Grant Applications: No applications for January.
 - b) New Façade Grant application forms: Still in process; Beth will have at February meeting.
 - c) Parking Lot:
 - Les: There are some ownership issues with the parking lot behind Subway. The DDA owns a large portion of that parking lot (since 2013). I am doing research on the parking lot ownership now. My recommendation would be, if we still own it, that we give it back to the city.

- Sabrina: Is this the same parking lot as the parking lot with the power poles? Les: No
- Les: No decision needs to be made tonight, just wanted to update you all.

d) Update on Planning Retreat

- Les: Very good planning session; made progress; 3 projects that were decided upon (1) Roosevelt Theater, (2) Amphitheatre/Park, (3) Retail/restaurants and how to bring more to town.
- Les: Jim...we need to get you involved in one of the groups.
- Beth: Can DDA pay for the food for the retreat...\$212.50? Motion made by Sabrina, second by Jim. Motion approved unanimously.

e) Future project discussion

- Les: I think the DDA should be working toward making things better. I would like to discuss at each meeting what projects the DDA would like to take on, discussing pricing and time frames. Les shared the RSVP documents with Jim and Sabrina. Beth to send copies of the RSVP to Jim and Sabrina.
- Discussion on projects, partnerships with the city, selling vs giving property to the city and how to proceed. Will add "Future Projects" to the DDA agenda each month.
- Les: Remember the area of responsibility for the DDA is ½ mile radius from the center of town.
- Jim: Incentive package....is there such a thing? Les: We don't have that yet except for the Façade Grant program. That did come up in the planning retreat.

7. Old Business

a. Land Deed to the City

- Beth: Land between the drive thru at Regions and the parking spaces behind the buildings on South Public Square needs to be deeded to the city. The power poles located on that land needs to be moved so a driveway can be made from the city owned parking lot. Georgia Power will move the poles for free if the property is owned by the City.
- Beth: Priscilla asked me to discuss with you the other property on the same plat with the drive thru building....do you want to decide what you might deed/give/sell to the city for use with the proposed amphitheater.
- Angela: Can we split the parcel? Beth: Yes, the city will allow you to do a split.
- Beth: I will add, to the February agenda, a discussion of the remainder of the land and how to work with the city and any projects that may be in the works.
- Les: I will provide a lot of information about past history of the property before the next meeting also.
- Les: We need a decision on the strip and the pieces you have broken out, right? Beth: I just need a decision on the strip; the other pieces can wait until next month.
- Les: I need a motion for the DDA to give to the city the strip of land Beth has defined for us tonight. Motion made by Mac, second by Angela. Motion passed unanimously.

b. Insurance:

- Les: There was a previous motion that allowed me to contact Harmony Insurance regarding coverage. Directors & Officers insurance will be \$800 per year for \$500,000 worth of coverage. The general liability coverage is \$302.00 per year for \$300,000 of coverage. This is over the previously approved premium amount of \$1000 per year. I

need a motion that will allow for the increase. Motion made by Mac, second by Angela to increase premium amount. Motion passed unanimously.

c. RSVP Projects:

- Les: Take a look at your list or your book and be prepared to discuss at the next meeting.

d. Training:

- Beth: Angela will attend the February training in Lawrenceville. No one else will be attending the Advance Training except myself and Les.

8. Public Input

9. Adjourn

- Motion was made by Angela to adjourn, second made by Mac. Motion passed unanimously. Meeting was adjourned at 7:11pm.

Respectfully submitted,

Beth Laughinghouse