



DOWNTOWN DEVELOPMENT AUTHORITY

OF THE CITY OF GRIFFIN, GEORGIA

Robin Nance, *Chairman*
Bruce Ballard, *Vice Chairman*
Otis Blake III • Douglas Hollberg
Gertrude Rogers • Daniel Searcy
James Willis
Adam Causey, *Executive Director*

MEETING MINUTES

Tuesday, May 20, 2008

The May 20, 2008 meeting of the Downtown Development Authority was held in the Griffin Welcome Center at 8:00 a.m. The meeting was called to order by Robin Nance.

On motion by Gertrude Rogers and seconded by Daniel Searcy and approved by all present, motion to approve the minutes from the meeting held on Tuesday, April 15, 2008.

Attendance: Otis Blake, Doug Hollberg, James Willis, Gertrude Rogers, Daniel Searcy, Robin Nance, Bruce Ballard, DDA Executive Director Adam Causey, City Manager Kenny Smith, Planning & Development Director, Frederick Gardiner, Special Projects Coordinator, Vicki Hyatt and Main Street Manager, Kira Harris-Braggs.

Financial Report:

- FY09 Budget
Adam Causey gives the board a handout of the proposed budget.

Chairman's Report:

Robin Nance states that he had a great time last Thursday on the tour to Covington and Madison that Kira coordinated for the City Commissioners and staff. He says that there are a lot of innovative things going on those communities.

DDA Director's Report:

Mr. Causey introduces Hunt Slade with Safehouse Coffee and Shane Killingsworth with Earthtones.

- Old City Hall Update
The City Commission voted to accept the proposal that was submitted. The proposal met the requirements of the RFP so this means that the City Manager can go into negotiations with the proposed buyer. The selling price is 1.2 million and the proposal is for a mixed use community.

Robin Nance states that he has had the opportunity to look at the proposal and he asks about the meaning of workforce housing.



DOWNTOWN DEVELOPMENT AUTHORITY

OF THE CITY OF GRIFFIN, GEORGIA

Robin Nance, *Chairman*
Bruce Ballard, *Vice Chairman*
Otis Blake III • Douglas Hollberg
Gertrude Rogers • Daniel Searcy
James Willis
Adam Causey, *Executive Director*

Mr. Causey states that it is a blanket term that includes teachers, fireman, policeman etc. It covers your middle income work group, a group that might have a hard time finding affordable housing.

Mr. Nance asks if the conceptual idea of the transferring that property to the authority is no longer going to work that way. He asks if the City is going to sell it and manage the redevelopment of it.

Mr. Causey says that it would go straight to the City.

- **Revolving Loan Fund**

Mr. Causey states that we sent an initial project assessment for Jim Brown at 210 E. Solomon Street, Elite Martial Arts. It would be helpful for this board and the commission to do a resolution for the larger application. Mr. Brown submitted an IPA and received a letter back from DCA and they approved it. That means that if he wants to start work there will be funds that he is eligible for him to be rolled into DCA's low interest loans later.

There is a separate redevelopment loan fund that the DDA can go for. We can start looking at some catalyst projects in addition to City Hall that might be worthwhile. It is a limit of \$500,000. It would come down as a grant to the City and we would discuss with the City Commission about where to put those funds. The DDA would be a good place to channel that money for a project downtown. Mr. Causey asks the board to think of any properties downtown that might not otherwise be touched.

Mr. Nance states that two come to mind. The first one is the property across the street from the Welcome Center which is an eyesore and the second is Boyd Builders Supply. Both properties are in need of repair.

Mr. Hollberg mentions the old catering business/detail shop at the corner of 9th/ Broadway/ E. Central. He states that Russell Johnson owns this property. The old package store across from DFACS on Solomon Street is mentioned.

- **Enterprise Zone information**

The Enterprise Zone abates property taxes for certain eligible businesses downtown that come in and create jobs. He states that he and Mr. Gardiner went to a meeting yesterday and the State law has changed. He states that the reason that they were going for the Enterprise Zone initially was to get to the Opportunity Zone designation. The law has changed so that you don't have to go thru the Enterprise Zone to get to the Opportunity Zone any longer. You can bring the Opportunity Zone into play at the same time as the Enterprise Zone.



DOWNTOWN DEVELOPMENT AUTHORITY

OF THE CITY OF GRIFFIN, GEORGIA

Robin Nance, *Chairman*
Bruce Ballard, *Vice Chairman*
Otis Blake III • Douglas Hollberg
Gertrude Rogers • Daniel Searcy
James Willis
Adam Causey, *Executive Director*

- LCI Parking Study
Mr. Causey states that we were awarded the Parking Study that was submitted to ARC. The match is \$12,500 from us so the total is \$25,000. He states that he will be going to the ARC tomorrow to discuss the particulars of it. Once we get the official stuff from ARC then we can put another RFP and interview consultants that want to do this. It has to be completed by March of next year.
- 2008 Goals
Mr. Causey says that he and Kira met with Joe Childress and Corrine Blencoe with DCA and facilitated a goal setting exercise before she has to go before Main Street for their goals workshop.

Possible goals for 2008 discussed follow:

- Iron out DDA / Main Street responsibilities
- Establish a Downtown Development Packet to make it easier for new businesses to know exactly where to go and what to do.
- Update DDA website
- Convert façade loan program to a façade grant
- Identify properties for façade loan improvements
- Reliable database listing downtown properties
- Identify the possibilities for the redevelopment fund

Long Term

- Identify properties for acquisition and renovation

There is discussion about the redevelopment fund and how it works. Mr. Causey explains that the city submits an application to DCA. The DCA reviews the application and the grant could be awarded up to \$500,000. The City Commissions then decide how to disperse the funds. The city could loan the money to DDA at zero percent interest if they so choose. They can loan it out at up to 3% interest. There has to be an identified project for the money to be granted. It cannot be a generic application for the funds.

Mr. Causey states that he will be sitting in on the Main Street goal setting meeting to get an idea of what their goals are.

Robin Nance states that what we have now is a façade loan program so if you want to do a façade improvement you come to the DDA Board and the DDA will loan up to \$5,000 with no interest payable back to the DDA at a certain amount each month. He states that the DDA has done a façade loan probably about 5 or 6 times since he's been on the board and all the money has been paid back.



DOWNTOWN DEVELOPMENT AUTHORITY

OF THE CITY OF GRIFFIN, GEORGIA

Robin Nance, *Chairman*
Bruce Ballard, *Vice Chairman*
Otis Blake III • Douglas Hollberg
Gertrude Rogers • Daniel Searcy
James Willis
Adam Causey, *Executive Director*

He says that Madison has taken another approach to where they will actually give the applicant money. The applicant brings a proposal of what they are planning to do and they might say that they like the idea but ask for a different color scheme etc. Madison is a very Historic District and they have a pretty strong arm when it comes to the façade program and the enforcement of it. They require that the applicant get bids on the project and if they are appropriate and seem to be reasonable then they'll pay.

Mrs. Harris-Bragg states that the grant program is not meant for people who let their property fall into disrepair but as an incentive program for those who are taking care of their properties and need a facelift or a little freshening up. There are different ways to funnel money back into the grant program like fundraisers or having a line item in the City's budget for the façade program. She says that she is very impressed with how they manage the program and are able to keep the downtown looking like they want it to look. She also states that Madison made the point that Griffin already has what they are trying to get. Griffin has the historic buildings and they have to build new buildings to look historic. She says that she is a proponent for trying to convert the loan program into a grant program because that could be the catalyst for starting to make downtown look vibrant.

City Manager's Report

Kenny Smith states that he met with the track supervisor for the Railroad because one of my pet peeves is that while we are trying to clean up the railroad track looks terrible. He didn't seem too concerned so I may have to meet with someone in Atlanta to get the tracks cleaned up a little bit.

Frederick Gardiner says that we are getting the document finalized for the Downtown to Sun City LCI Corridor Study and the Redevelopment Plan. He states that we have had three meetings here at the Welcome Center two of which have been very well attended. Some of the things that are outlined to improve the corridor are transportation improvements, sidewalks, bike paths etc. This will be presented to the City Commissioners on the 27th.

Other Business

- Main Street Report

Mrs. Harris-Braggs thanks Kenny for allowing her to set up the Main Street Tour to Covington and Madison to look at other City's successful Main Street Programs. She says that both City's have a "no-nonsense, get-things-done" attitude and that needs to be the attitude in Griffin. She says that the next Main Street meeting on the 28th will be their goal setting meeting. She states that Alan Marshall has been named Chairman of the Main Street Board, Martha McDaniel Vice-Chair and Anna Barron as Secretary Treasurer.



DOWNTOWN DEVELOPMENT AUTHORITY

OF THE CITY OF GRIFFIN, GEORGIA

Robin Nance, *Chairman*
Bruce Ballard, *Vice Chairman*
Otis Blake III • Douglas Hollberg
Gertrude Rogers • Daniel Searcy
James Willis
Adam Causey, *Executive Director*

She says that June Jam will be held on Saturday June 7th and we still need volunteers for both Saturday and Sunday. She states the June 12th Downtown Council meeting will be an important meeting. She says that the question will be posed asking if there is a need for the Downtown Council to continue and to talk about its role here in Griffin. The regular scheduled DTC meeting will be held on June 16th at noon if it is determined that the DTC will continue and officers will be elected at this time.

There is an idea to partner with the extension office and have a farmer's market that will be located in the parking lot across from the Welcome Center. She says that they are working on September Smash.

Vicki Hyatt states that BRAG will be held on Sunday June 8th and there are lots of events planned for that day. She says that we still need volunteers. There are 1,800 riders signed up to ride and everything is going well.

Adjourn

Respectfully Submitted by:

Adam Causey
Executive Director
Downtown Development Authority

ATTEST:

Robin Nance
Chairman
Downtown Development Authority Board