



DOWNTOWN DEVELOPMENT AUTHORITY

OF THE CITY OF GRIFFIN, GEORGIA

Bruce Ballard, *Chairman*
Otis Blake, III, *Vice Chairman*
Ryan McLemore • Daniel Searcy
Nat Doughtie • Joey Scanlon
Daa'ood Amin

Adam Causey, *Executive Director*

MEETING MINUTES

Tuesday, March 20, 2012

The March 20, 2012, meeting of the Downtown Development Authority was held in the Griffin Regional Welcome Center 8:00 a.m. The meeting was called to order by Chairman Bruce Ballard.

Attendance: *Board members:* Bruce Ballard, Otis Blake III, Ryan McLemore, Joey Scanlon, Daa'ood Amin *Staff:* Kenny Smith, Drew Whalen, Adam Causey, Kira Harris-Braggs

On a motion from Daa'ood Amin, and a second by Ryan McLemore, and approved by all present with Bruce Ballard abstaining, the minutes from the meeting held on March 20, 2012, were approved.

Chairman's Report:

Financial Reports:

Mr. Causey reported on the financials from the Façade Grant account and Site/Building Acquisition account.

DDA Director's Report:

- *Solomon Street Parking Lot*
Mr. Causey distributed a draft letter from the DDA to the city Board of Commissioners regarding the renegotiation of the lease with Will Hill Newton for his property utilized for off-street parking on West Solomon Street. Mr. Causey will deliver the final letter to the Board of Commissioners.
- *FY2013 Budget Update*
Mr. Causey reminded the Board that the departmental budget reviews for the Planning Department and the DDA would be held at City Hall the coming Friday, April 20. Mr. Smith stated that this was still a lean budget year and this review would be for operating funds for the departments. Mr. McLemore inquired about the availability of Façade Grant funds. The Board discussed options for getting more funds into the program and potentially moving back to the previous Façade



DOWNTOWN DEVELOPMENT AUTHORITY

OF THE CITY OF GRIFFIN, GEORGIA

Bruce Ballard, *Chairman*
Otis Blake, III, *Vice Chairman*
Ryan McLemore • Daniel Searcy
Nat Doughtie • Joey Scanlon
Daa'ood Amin

Adam Causey, *Executive Director*

Loan program. Mr. McLemore and Mr. Blake both agreed that they would like to see some funds put towards façade improvements while the DDA awaits funding for the Broad Street project. Mr. Ballard asked Mr. Causey to report back at the next meeting with some information on recent façade grant requests and potential targets for an updated façade program.

- *Branding/Wayfinding Campaign*
Kira Harris-Braggs and the Main Street Program will be managing the City's branding initiative. Sky Design has been retained by the City to create a comprehensive brand identity and a wayfinding and signage program. The kick-off meeting will be May 3rd at the Welcome Center.
- *Housing & Market Analysis*
The City and the Housing Authority are collaborating on a housing survey and market analysis that will catalogue the city's housing inventory and to help determine the best course of action to meet Griffin's future housing needs. Mr. Causey remarked that the market analysis could be used to bolster the DDA's plans for new downtown housing. Mr. Amin asked about the prospects for the old city hall site. Mr. Causey said he was still talking to one tax credit developer, but that no significant progress has been made. Mr. Smith wondered if more short-term development would occur if the city transferred the old city hall property to the DDA. Mr. Amin agreed that it should be investigated and he suggested meeting with David Luckie at the Griffin-Spalding Development Authority about options for development.

Other Business

- *Main Street*
Kira Harris-Braggs stated the Park at Sixth was dedicated and is now open for events. The first event will be April 21 for the Doc Holiday Beer Festival. May 18th is the first Free Movie Friday event. Mr. Ballard reminded the Board about the archives project being put together by the City, the Historical Society, and the School System at the Taylor Street Campus.
- *City Manager & City Attorney*
Drew Whalen presented the upcoming revisions to the state's open records and open meetings statute that was passed by the Georgia Legislature. Mr. Whalen said the new rules will need to be followed for the next meeting.



**DOWNTOWN
DEVELOPMENT
AUTHORITY
OF THE CITY OF GRIFFIN, GEORGIA**

Bruce Ballard, *Chairman*
Otis Blake, III, *Vice Chairman*
Ryan McLemore • Daniel Searcy
Nat Doughtie • Joey Scanlon
Daa'ood Amin

Adam Causey, *Executive Director*

Adjourn

Respectfully Submitted by:

ATTEST:

Bruce Ballard
Chairman

Adam Causey
Executive Director