



Where Community Connects

**DOWNTOWN DEVELOPMENT
AUTHORITY OF THE
CITY OF STOCKBRIDGE**

BOARD MEMBERS

Robert Anderson, Chair

Warren Washington, Vice-Chair

Frangela Merritt, Treasurer

Robert Swygert, Secretary

Darrell Stamper, Board Member

Vacant, Board Member

Councilmember Elton Alexander

ADMINISTRATION

Kim Allonce

Economic Development Director

Vacant

Main Street Manager

Cassandra Lester

Recorder

Blake Sharpton

Attorney

**Downtown Development
Authority
Meeting Agenda
April 16, 2024 6:00 PM**



STOCKBRIDGE WELCOME CENTER

130 M L KING SR. HERITAGE TRAIL

STOCKBRIDGE, GA 30281

Website: www.stockbridgega.org

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AGENDA DOWNTOWN DEVELOPMENT AUTHORITY MEETING CITY OF STOCKBRIDGE

TUESDAY, APRIL 16, 2024 6:00 PM

I. Call to Order

1. Roll Call
2. Approve Agenda
3. Approve March 19th 2024 Meeting Minutes

II. Old Business

4. Sale status of 114 MLK Sr. Heritage Trail
5. Sign & Seal Bylaws
6. Sign & Seal Makerspace Resolution
7. Discussion & Vote - Amphitheater Reserved Seating

III. New Business

IV. City Staff Reports

8. Main Street Advisory Board Updates - Kim Allonce
9. City Economic Development Updates - Kim Allonce

V. City Council Update - Councilmember Elton Alexander

VI. DDA Round Table

VII. Executive Session (if needed)

VIII. Adjourn

Board Members	City Staff
Robert Anderson, Chair - Present	Cassandra Lester, Deputy City Clerk - Present
Warren Washington, Vice Chair - Present	Kim Allonce – Economic Development Director - Present
Frangela Merritt, Treasurer - Present	Main Street Manager - Vacant
Robert Swygert, Secretary - Present	
Darrell Stampler, Board Member - Present	Guest Speaker
Vacant, Board Member	
Elton Alexander, City Councilmember - Present	

Chair Anderson called the meeting to order at 6:00 pm.

Secretary Swygert proceeded with a roll call. All the members were present.

Chair Anderson called for a motion to approve the meeting Agenda. Motion to approve the Agenda made by Secretary Swygert; seconded by Treasurer Merritt. The Motion passed unanimously.

Chair Anderson called for a motion to approve the January 23rd, 2024, meeting Minutes. Motion to approve made by Councilmember Alexander; seconded by Secretary Swygert. The Motion passed unanimously.

Chair Anderson called for a motion to approve the February 20th, 2024, meeting Minutes. Motion to approve made by Councilmember Alexander; seconded by Secretary Swygert. The Motion passed unanimously.

Councilmember Alexander asked Chair Anderson to move the City Council Updates to the beginning of the meeting due to him having to leave soon for a conflicting appointment. Treasurer Merritt called for a motion to move the City Council Updates to the beginning of the meeting. Secretary Swygert seconded. The Motion passed unanimously.

City Council Update

Councilmember Alexander welcomed Board Member Darrell Stampler to the D.D.A. Board; Councilmember Alexander then briefed The D.D.A. Board about the National League of Cities Meeting in D.C., where the City Council had productive meetings with Senator Warnock, Senator Ossoff, and Congressman Scott; He further noted that he and Congressman Scott reviewed the \$1.1 million received for water-line improvements and is proud of the platinum rating given to the City of Stockbridge's water system; Councilmember Alexander mentioned that Henry County was awarded \$850,000 for East Atlanta Road paving improvements. The county and city have partnered and applied for infrastructure grant road funding for Eagles Landing and Hudson Bridge improvements. He noted that costs have increased, so if awarded the grant, it would take the pressure off the T-SPLOST; He added that Congressman Scott met with District 13 and submitted a potential recreation center project for the area. There was a tentative agreement to apply for \$10 million in SPLOST 6 dedicated to the potential recreation center; Councilmember Alexander also mentioned that East Atlanta and Lee Street have completed paving projects. Now, decorative paving is the next improvement. The goal is to make the downtown area walkable at all times, not just for concerts; Finally, he stated that Eric Benet and Tyrese will open the Amphitheater concert season on Mother's Day weekend.

Officer Reports

Chair's Comments-Anderson

Chair Anderson reminded the Board of the mission from the state and the city, mentioned there is still an issue with the D.D.A. Board Members receiving emails, and requested Board Members add a personal email for communication purposes; Chair Anderson noted that the creation date on the Downtown Development Authority Seal was in question; After research, Chair Anderson announced that the correct creation date of the Downtown Development Authority is 2013, and consequently, changed the Seal and the Stamp to comply with the D.D.A.'s bylaws; The updated Seal and Stamp are with the chair.

Councilmember Alexander left the meeting at 6:30 pm.

Vice-Chair Comments-Washington

No Updates

Treasurer Update-Merritt-Financial Report

Treasurer Merritt presented the Balance Sheet of the Downtown Development Authority to the Board Member; The Façade Grant balance remains at \$139,669.65; The Operating account balance is \$25,982.67 and indicates a transaction of \$74.00; Treasurer Merritt anticipates outgoing payments for Georgia Downtown Association (G.D.A.) dues, reimbursements to the City of Stockbridge for training and attorney fees; It was noted that The Downtown Development Authority is awaiting the wire transfer from the City of Stockbridge for FY2024; Treasurer Merritt distributed reimbursements to Chair Anderson.

Secretary Update-Swygert

No Updates

New Business

Economic Development Strategic Plan

Chair Anderson would like the EDSP presented to the entire D.D.A Board for all members to approve. Mr. Allonce mentioned that one of the goals of the Main Street Retreat is to discuss the EDSP and encouraged the D.D.A. Board Members to attend. Vice Chair Washington motioned to table this presentation until the D.D.A. Board could review the EDSP at the Main Street Retreat. Seconded by Treasurer Merritt. The Motion Passed Unanimously.

Using the Ted Strickland Building as D.D.A. "office space."

The Downtown Development Authority (D.D.A.) discussed using the current Ted Strickland building as an office space and listing the office location on the building signage. Mr. Allonce kindly reminded the D.D.A. that they are welcome to use the building during regular office hours. However, since only a few city staff members can provide access, he encouraged the D.D.A. to contact them in advance if they want to schedule a meeting. Board members agreed that the building's central location in the downtown area made it an ideal choice for the D.D.A. Vice Chair Washington motioned to allow the D.D.A. to meet and operate within the Ted Strickland Building, allowing access to workstations, all available resources, and inclusion on the signage. Secretary Swygert seconded the Motion, which passed with a vote of 4-0-1. Chair Anderson abstained from voting.

Review of D.D.A. Bylaws

Chair Anderson requested the Board to review the D.D.A. bylaws. The Chair suggested revising the check signing portion of the bylaws, reasoning that having two signatures is cumbersome. Chair Anderson proposed that there should be only one signatory on the account and that the Board review financial transactions at the meeting. In response, Board Member Swygert motioned to make the treasurer the sole signatory. Board Member Washington seconded the Motion. The Motion passed 4-0-1, with Treasurer Merritt abstaining.

Old Business

Sale 114 MLK Sr Heritage Trail.

Chair Anderson announced that the sale of the 114 MLK Senior Heritage Trail has been postponed. The City of Stockbridge issued a corrective quit claim deed due to the right of way. The D.D.A. attorney is currently conducting a title search, which is expected to take 30 days. Therefore, as of this meeting, the closing date has been moved to May.

City Staff Reports

City Staff Updates- Kim Allonce, Stockbridge Economic Development Director

Mr. Allonce shared the following updates. He mentioned that the Main Street Retreat is scheduled for April 13 at Merle Manders, and the D.D.A. Board is invited to attend; He also informed the Board that the Main Street Movie Series is set to start in June, and if the D.D.A. wants to volunteer, they should let him know; Mr. Allonce was pleased to announce the recent closure of the alleyway right-of-ways and said that the next step is relocating utilities; Informed the Board that Falcon Designers is drafting the breezeway project design, which will soon be available for comments.

Mr. Allonce also informed the Board that the C.D.A. is considering a V.I.P. table for the concert season to showcase the community to business prospects. The V.I.P. table costs \$10,500 for the entire season, and the C.D.A. wants to share the cost three ways between the C.D.A., D.D.A., and C.D.D. Board member Merritt suggested three seats per entity at the V.I.P. table. Board member Washington suggested creating a whole package that includes lodging, food, and entertainment available to business prospects. Chair Anderson suggested tabling the decision until the April meeting. Treasurer Merritt motioned to table the V.I.P. concert table decision until next month, seconded by Board member Stamper. The Motion passed unanimously.

Mr. Allonce gave an update on a makerspace project tentatively called the Downtown Co-work Café. The project aligns with the 4th wave of economic development, aimed at supporting and embracing entrepreneurship. Mr. Allonce mentioned several partnerships with Kaufmann FastTrack and the small business development center at Clayton State University, as well as several webinars for entrepreneurs. He also noted that the proposed location for the Downtown Co-work Café is the Barn Beautiful space, and the owner of the space supports this idea. Mr. Allonce presented a SWOT analysis and financial projections for the Downtown Co-work Café. He also mentioned the financial requirements needed from the County, City Council, and D.D.A. to proceed with the project. Board member Stamper motioned to approve the Downtown Co-work Café, contingent upon City Council approval; seconded by Vice Chair Washington. The Motion passed unanimously.

Executive Session – Real Estate Matters

No Updates

Chair Anderson called for a motion to adjourn. Treasurer Merritt motioned to adjourn the meeting at 8:02 p.m., seconded by Vice Chair Washington. The Motion passed unanimously. The minutes were written by Deputy City Clerk Cassandra Lester.

Executive Session Criteria	GA Code
Discuss or vote to authorize the settlement of a matter covered by the attorney-client privilege. Identify the case or claim discussed but not the substance of the attorney-client discussion.	50-14-2(1) and 50-14-3(b)(1)(A)
Discuss or vote to authorize negotiations to purchase, dispose of or lease property.	50-14-3(b)(1)(B)
Discuss or vote to authorize the ordering of an appraisal related to the acquisition or disposal of real estate.	50-14-3(b)(1)(C)
Discuss or vote to enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote.	50-14-3(b)(1)(D)
Discuss or vote to enter into an option to purchase, dispose of, or lease real estate.	50-14-3(b)(1)(E)
Discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee.	50-14-3(b)(2)
Meeting to interview one or more applicants for the position of the executive head of an agency.	50-14-3(b)(2)
A meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved and the matter discussed was [identify the matter but not the substance of the discussion.	50-14-2(1)
Staff meeting held for investigative purposes under duties or responsibilities imposed by law.	50-14-3(a) (1)