



Where Community Connects

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

BOARD MEMBERS

Robert Anderson, Chair

Warren Washington, Vice-Chair

Frangela Merritt, Treasurer

Vacant, Secretary

Darrell Stamper, Board Member

Vacant, Board Member

Councilmember Elton Alexander

ADMINISTRATION

Vacant

Economic Development Director

Vacant

Main Street Manager

Cassandra Lester

Recorder

Blake Sharpton

Attorney

**Downtown Development
Authority
Meeting Agenda
May 21, 2024 6:00 PM**



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AGENDA DOWNTOWN DEVELOPMENT AUTHORITY MEETING CITY OF STOCKBRIDGE

TUESDAY, MAY 21, 2024 6:00 PM

I. Call to Order

1. Roll Call
2. Motions for additions or deletions to the proposed agenda
3. Approve Agenda
4. Approve April 16th 2024 Minutes

II. Officer's Reports

5. Chairman's Comments – Anderson
6. Vice Chair's Comments - Washington
7. Treasurer's Update – Merritt
8. Secretary's Updates – Vacant

III. New Business

9. Fill the position of Secretary
10. Update the member information required for the DCA 2023FY report

IV. Old Business

11. Update on the sale of 114 MLK Sr. Heritage Trail
12. Update on the recording of the Bylaws
13. Update on the Amphitheater Information Tent
14. Update on the Amphitheater VIP Table
15. Update on the Railroad Bridge Washing Project

V. City Staff Report

16. City Council Liaison - Councilmember Elton Alexander
17. Economic Development Department Liaison Interim - Fred Gardiner
18. Main Street Advisory Board Liaison - Vacant

VI. Executive Session (if needed)

VII. 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 - Absent	Guest Speaker
Vacant, Board Member	
Elton Alexander, City Councilmember - Present	

Chair Anderson called the meeting to order at 6:02 p.m.

Secretary Swygert proceeded with a roll call. Board Member Stampler and Vice-Chair Washington were not present.

Chair Anderson called for a Motion to approve the meeting Agenda; Treasurer Merritt Motioned to add the Treasurer's Report and Secretary's Report to the Agenda under item number three and before item number four; Seconded by Secretary Swygert; The Motion passed unanimously.

Chair Anderson called for a Motion to approve the March 19th, 2024, meeting Minutes; Motion to approve made by Treasurer Merritt; Seconded by Secretary Swygert; The Motion passed unanimously.

Officer Reports

Treasurer Update-Merritt-Financial Report

Treasurer Merritt presented the treasurer's report. As of the April 16th, 2024 meeting, the Operating account holds \$29,989.84, the Façade account has \$30,000, and the Project account holds \$148,294.84; Chair Anderson announced that the new "Projects" account has been added for budgeting purposes; Chair Anderson states that the account clearly identifies the funds available for projects; Board members agreed that the project account will help utilize the D.D.A.'s funds.

Vice-Chair Washington joined the meeting at 6:23 p.m.

Board members digressed and discussed strategies to fund, coordinate, and manage potential upcoming façade grant projects.

Chair Anderson called for motioned to accept the Treasurer's Report; Secretary Swygert motioned to approve; Chair Anderson seconded; Motion passed unanimously.

Secretary Update-Swygert

Secretary Swygert resigned from the Downtown Development Board, citing family commitments. He acknowledged that the Board was in good hands and stated that he will volunteer where possible.

Mr. Kim Allonce shared that this will be his last D.D.A. meeting, and his last day with the city will be Friday, April 19th, 2024.

Old Business

Sale 114 MLK Sr Heritage Trail.

Chair Anderson states that the Downtown Development Board is awaiting a response from legal counsel before proceeding with the sale of 114 MLK Sr Heritage Trail. Councilmember Alexander notes that the opposing council sent an email stating that the check has been cashed and lien releases have been requested.

Sign & Seal Bylaws.

The Downtown Development Board reviewed and signed the revised bylaws; Chair Anderson states he is taking them to McDonough court to be recorded for posterity and will provide the clerk's office with a copy at the May meeting.

Sign & Seal Makerspace Resolution.

Treasurer Merritt Motioned to table the signing and sealing of the Makerspace resolution until later - pending the hiring of a new economic development director. Secretary Swygert seconded the Motion; the Motion passed unanimously.

Amphitheater Reserved Seating Discussion & Vote:

Chair Anderson presented the schedule of planned concerts. Board members signed up to accompany guest volunteers to the amphitheater events for public relations purposes. Their main objectives will be to increase visibility and raise awareness about the Downtown Development Authority's mission. Four board members, including volunteers, will attend each event.

The Downtown Development Authority voted to participate in the Amphitheater V.I.P. table effort with the Citywide Development Authority and the Economic Development Department. The objective is to promote the community to potential business prospects. The V.I.P. table costs \$10,500 for the entire season, and all three entities will split the cost three ways at \$3,500 per entity. The Motion to participate made by Vice Chair Washington, Seconded by Secretary Swygert. The Motion passed 4-0-1; Chair Anderson abstained.

DDA Round Table

The Board discussed the layout of the flyers.

The Board discussed the "Under the Bridge" public art project.

The Board discussed pressure washing the bridge. Vice-Chair Washington motioned to allocate funding to clean the bridge, seconded by Secretary Swygert; Motion passed 4-0-1; Chair Anderson abstained.

City Staff Reports

City Staff Updates- Kim Allonce, Stockbridge Economic Development Director

Mr. Allonce shared that this will be his last D.D.A. meeting, and his last day with the city will be Friday.

Mainstreet Advisory Board

Mr. Allonce thanked the D.D.A. board for attending the Mainstreet Advisory Board Retreat; stated the M.S.A.B. movie night will start on June 14th; mentioned that the M.S.A.B. Manager will sit on the D.D.A. board until the Economic Development Director is replaced.

Economic Development Strategic Plan

Mr. Allonce invited the Board to ask any questions regarding the Economic Development Strategic Plan - E.D.S.P.; Mentioned that E.D.S.P. goal was to identify where the different entities could move economic development for the city and hopes his replacement would build on what was created in the E.D.S.P.

Mr. Allonce provided updates on pending projects; thanked the D.D.A. for their time and investment to the city.

City Council Update

City Council Updates- Councilmember Elton Alexander.

Councilmember Alexander updated the D.D.A. board regarding moving the storage located at Norfolk Southern to a different area to allow for parking and train observation station; mentioned the East Atlanta and N. Lee Street beatifications; mentioned the two new parking lots located at N. Lee Street; Councilmember Alexander reminded the D.D.A. board they have the capacity to take on improvement projects in the downtown area as long as the DDA Board is transparent, intentional and discuss potential projects in advance with the city.

Executive Session – Real Estate Matters

No Updates

Chair Anderson adjourned the meeting at 7:36 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)