



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

Kenya Cook, Board Member

Councilmember Elton Alexander

ADMINISTRATION

Frederick Gardiner, City Manager

Vacant

Economic Development Director

Lisa Fareed

Downtown Main Street Manager

Cassandra Lester, Recorder

Blake Sharpton, Attorney

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



STOCKBRIDGE DOWNTOWN CONNECTION CENTER

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AGENDA DOWNTOWN DEVELOPMENT AUTHORITY MEETING CITY OF STOCKBRIDGE

TUESDAY, JULY 16, 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 June 18th 2024 Minutes

II. Officers and City Staff Reports

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

III. Old Business

9. Delivery of proceeds to the City from the 114 MLK Sr. Sale
10. Update on the Joint Sponsorship Amphitheater Table effort

IV. New Business

11. Welcome and introduce the new board member - Mr. Kenya Cook.
12. Adjusting the starting time of monthly meetings

V. City Staff Report

13. City Council Liaison - Councilmember Alexander
14. Economic Development Department Liaison – City Manager Frederick Gardiner
15. Main Street Advisory Board Liaison – Lisa Fareed

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	Vacant, Economic Development Director
Frangela Merritt, Treasurer - Present	Lisa Fareed, Main Street Manager – Not Present
Vacant, Secretary	Frederick Gardiner, City Manager – Not Present
Darrell Stamper, Board Member - Present	
Vacant, Board Member	Guest Speaker
Elton Alexander, City Council Liaison - Present	

Chair Anderson called the meeting to order at 6:14 p.m.

Roll was not conducted verbally. However, it was observed that Board Member Stamper, City Manager Frederick Gardiner, and Main Street Manager Lisa Fareed were not in attendance.

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

Chair Anderson called for a Motion to approve the Minutes of the April 13th MSAB/ DDA joint meeting. Treasurer Merritt requested to change the verbiage on page 6 under **Main Street 2023 Work Plan** to *"Board Member Merritt offered to consult with AT&T to assist with utility relocation."* Motion to approve Minutes with changes made by Councilmember Alexander; seconded by Vice-Chair Washington. The Motion passed unanimously.

Chair Anderson called for a Motion to approve the Minutes of the May 21st meeting. Motion to approve made by Treasurer Merritt; seconded by Vice-Chair Washington. The Motion passed unanimously.

Board Member Darrell Stamper joined the meeting at 6:34 p.m.

Officer Reports

Chair's Comments-Anderson

Chair Anderson acknowledged the June 3rd "Ethics for City Officials" handout and asked the Board to review the updated information at home. The Chair also requested that the Board acknowledge receiving "Senate Bill 171" handout. Chair Anderson discussed the delivery of the proposed 2 hours of additional training that would become required per Senate Bill 171.

Vice-Chair Comments-Washington

Vice-Chair Washington requested updates on the Breezeway Project, Alleyway Project, Facade Grant Project, and Parking Lot. He mentioned that \$30,000 had been designated for the parking lot and expected its completion prior to the first amphitheater concert. Vice-Chair Washington expressed concerns about missed deadlines for these projects and the limited information provided to the DDA Board regarding the project's status. The Board discussed the impact of the absence of the Economic Development Director and Main Street Manager at the Downtown Development Authority meetings. Additionally, Vice-Chair Washington inquired about the progress of removing the stain left on the bridge after power pressure washing.

Treasurer Update-Merritt-Financial Report

Treasurer Merritt presented the balance sheet for the Downtown Development Authority. The operating account holds a balance of \$24,625.74, which includes an expense of \$3,782.00 for two-year liability insurance coverage of the Downtown Development Authority. The Façade account remains at \$30,000. The Project account holds a balance of \$210,799.45. Treasurer Merritt mentioned an upcoming payment of \$6,450.00 to attorneys Butler and Snow. Treasurer Merritt states that she plans to arrange a payment to the City of Stockbridge of \$31,880.21 for the sale of the 114 MLK Senior Heritage Trail. The Board decided to make both payments using the DDA's Project account. Chair Anderson called for a Motion to approve the Treasurer's Update. Councilmember Alexander made the Motion to approve, and Vice-Chair Washington seconded. The Motion passed 4-0-1, Treasurer Merritt abstaining.

Secretary Update-Vacant

No Updates

Old Business

Joint Sponsorship Amphitheater Table

Chair Anderson drafted a resolution proposing that the DDA provide meals for guests at promotional events and presented it to the Board for consideration. After reviewing the document, the Board decided to postpone making a decision. Councilmember Alexander suggested that the Board consult with the DDA attorney to ensure the creation of a legally appropriate resolution. The Board agreed to revisit the resolution after the legal review.

New Business

Rental of Storage Space

Chair Anderson presented a quote from a local self-storage to the DDA Board's consideration. He highlighted the necessity of a central storage facility to securely store DDA documents and tourism items, which are currently housed in various locations. He also attributed the need for storage space to the DDA's lack of office space and restricted access to the Downtown Connection Center. The Board discussed details of the storage unit. The proposed 10x10 storage unit would cost \$86.00 monthly, with seven keys provided for DDA members. The total cost for a 12-month rental would be \$1,032.00. Councilmember Alexander suggested consulting with City Manager Frederick Gardiner to address the lack of office space for the DDA and to clarify the agreement governing the use of office and storage space for the Downtown Development Authority. Chair Anderson called for a Motion to approve renting the storage space. Motion to approve made by Treasurer Merritt; seconded by Vice-Chair Washington. The Motion passed unanimously.

New Downtown Development Authority Member – Kenya Cook

Chair Anderson invited the DDA Board to the swearing-in of new Board Member Mr. Kenya Cook at the upcoming city council meeting on July 8th at 5:30 p.m.

City Council Update

Councilmember Alexander highlighted the successful beautification efforts, including adding three lanes to East Atlanta Rd, are drawing positive attention from citizens. He states as the downtown area prepares for Juneteenth; business owners were encouraged to make a lasting impression on the anticipated influx of 3500 visitors to the city. Councilmember Alexander also mentioned improvements to the box office process, which should ensure ticket holders are present at the concerts. He also mentioned the positive reception of Mainstreet movie night.

The update included the ongoing cleaning white boxing efforts of MLK Senior Heritage Trail and the timeline for the S.T.E.M. school project were shared, Councilmember Alexander states demolition is expected by late summer and construction bids should go out in the fall. He anticipates construction will start in 2025 for the 2027 school year.

Councilmember Alexander expressed excitement about plans for a new coffee shop in the downtown area within the next 12-18 months and the development of a mixed-use area comprising retail, multifamily units, and a multi-level parking garage. He notes approval from the School Board and County Commissioner is crucial for advancing the Tax Allocation District project. Councilmember Alexander emphasizes the vision for the downtown Stockbridge area is to become an economic hub and a central access point for businesses, local parks, museums, and other attractions. Finally, he mentioned notable events such as the Stockbridge Amphitheater acts and the Police Department's second anniversary.

City Staff Reports

No Updates

Executive Session – Real Estate Matters

No Updates

Chair Anderson called for a motion to adjourn; Treasurer Merritt motioned to adjourn the meeting at 7:32 p.m.; seconded by Board Member Stamper. 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)