



Where Community Connects

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

BOARD MEMBERS

Robert Anderson, Chair

Warren Washington, Vice-Chair

Frangela Merritt, Treasurer

Kenya Cook, Secretary

Darrell Stamper, Board Member

Jerry Mays, 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
October 15, 2024 6:00 PM**



STOCKBRIDGE DOWNTOWN CONNECTION CENTER

130 M L KING SR. HERITAGE TRAIL

STOCKBRIDGE, GA 30281

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AGENDA DOWNTOWN DEVELOPMENT AUTHORITY MEETING CITY OF STOCKBRIDGE

TUESDAY, OCTOBER 15, 2024 6:00 PM

I. Call to Order

1. Roll Call
2. Motions for Additions or Deletions to the Agenda
3. Approve Agenda
4. Approve September 17th, 2024 Minutes

II. Officers Reports

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

III. Old Business

9. Update on the DDA/EDD/CDA Joint Sponsorship Amphitheater Table Promotion
10. Update on the DDA Façade Grant Program
11. Update on the proposed EDD Façade Grant Bailout

IV. New Business

12. Calendar planning for November, December and 2025
13. Expired IGA

V. City Staff Reports

14. City Council Liaison - Councilmember Elton Alexander
15. Economic Development Department Liaison – City Manager Frederick Gardiner
16. 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 - Absent	Lisa Fareed, Main Street Manager – Present
Kenya Cook, Secretary - Present	Frederick Gardiner, City Manager – Absent
Darrell Stampler, Board Member - Absent	
Jerry Mays, Board Member - Absent	Guest Speaker
Elton Alexander, City Council Liaison - Present	

Chair Anderson called the meeting to order at 6:09 p.m.

Chair Anderson proceeded with a roll call. Board Members Jerry Mays, Frangela Merritt, and Darrell Stampler were absent.

Chair Anderson called for a Motion to approve the August 20th, 2024, meeting minutes. Motion to approve made by Secretary Cook; seconded by Vice-Chair Washington. The Motion passed unanimously.

Officer Reports

Chair's Comments-Anderson

Chair Anderson recited the mission statement: "With integrity and transparency, the D.D.A. shall strive for sustainable trade, commerce, industry, and employment growth within the Downtown Development District." Chair Anderson presented a speaking limit of five minutes and suggested following Robert's Rules as referenced in the bylaws. Chair Anderson motioned to follow Robert's Rules per the D.D.A. Bylaws, but it did not receive a second. Chair Anderson then presented the Board with the option to vote by roll call, secret ballot, or show of hands. Vice Chair Washington motioned to continue with voting by a show of hands, seconded by Councilmember Alexander. However, Chair Anderson did not call for a vote. After discussion, Vice Chair Washington proposed moving on to the next agenda item; seconded by Secretary Cook.

Vice-Chair Comments-Washington

No Updates

Treasurer Update-Merritt-Financial Report

In Treasurer Merritt's absence, Chair Anderson presented the September balance sheet for the Downtown Development Authority.

The operating account has a current balance of \$23,210.03. The next meeting will reflect payments for attorney fees of \$290.00 for the M.O.U. (Memorandum of Understanding) and office supplies of \$66.43.

The Façade account remains at \$30,000.

The Project account remains at \$165,803.44.

During the Treasurer's report, Chair Anderson mentioned that he had received guidance on selling property. According to Chair Anderson, the D.D.A.'s attorney explained that the process depends on how the property is transferred to the D.D.A. Board.



Developing Downtown Stockbridge

Downtown Development Authority of the City of Stockbridge

REGULAR MEETING SUMMARY MINUTES

Tuesday, September 17, 2024 @ 6 PM
130 MLK Senior Heritage Trail
Stockbridge, GA 30281

If the City has already determined the buyer and price, then the D.D.A. can accept the sale, and it is the City's responsibility to post the property for sale in the legal organ and open it for bidding. However, if the property is transferred to the D.D.A. without an intended buyer, the Board must facilitate the sale by taking open bids that suit the D.D.A.'s purpose, or closed bids at the highest bid. City Council Liaison Alexander requested written documentation regarding this legal opinion to be provided to the D.D.A. Board. Chair Anderson clarifies that the information is provided via legal counsel, state statute, and D.D.A. training.

A call for the Motion to approve the September 17th treasurer's report was made. Motion to approve made by Elton Alexander; seconded by Vice Chair Washington. A vote was not taken.

Secretary Update-Cook

No Updates

Old Business

Delivery of the fully executed I.G.A. to the D.D.A. Board

The Clerk's office provided copies to the Board, and Chair Anderson stated he would make copies and provide them to board members.

Update on the DDA/EDD/CDA Joint Sponsorship Amphitheater Table

Vice Chair Washington mentioned that the rain had discouraged some potential visitors, but there is still a strong interest in visiting the downtown area. Vice Chair Washington encouraged the D.D.A. Board to keep pushing forward and fulfill the commitments made by the D.D.A.

Update on the Joint D.D.A./City Burke Street Parking Lot Renovation

Councilmember Alexander remarked that the city council has voted to approve the dollar amount for the renovations by the D.D.A. Board. In the meantime, the D.D.A. Attorney and the City Attorney are drafting the details of the Memorandum of Understanding (M.O.U.). Further discussion will be postponed until the D.D.A. Board receives the M.O.U.

Update on DDA MLK Sr. Heritage Trail Façade Grant

The Board approved the finalized façade grant, and all present members signed the resolution. The updated application will be sent to the Clerk's office and added to the city website. The Board discussed logistics for reviewing applications and facilitating approvals.

E.D.D. Façade Grant Bailout

The Board discussed logistics for funding the previously submitted façade grant applications that were sent to the Economic Development Department.

New Business

New Downtown Development Authority Board Member Jerry Mays

Jerry Mays was absent; however, the Board is excited to have him on the Downtown Development Board.

City Staff Reports

Main Street

Main Street Manager Lisa Fareed reported receiving positive feedback about the popular Tiny Tent concerts during the Georgia Downtown Conference. She thanked the entire Downtown Main Street community for contributing to its success. She mentioned that the last show will be

held on Friday, September 20th, and Main Street plans to bring back the Tiny Tent concerts next year; She also expressed her excitement about finding an artist who will paint festive fall window paintings on Main Street strip; Ms. Fareed provided an update on the drive-in car showcase event that coincides with Bridge Fest and reminded the Board that there are no prizes, but the classic cars will line Main Street parking spaces, and a live D.J. will be provided by Frozen Smokes restaurant for foot traffic to enjoy; Additionally, Lisa discussed the upcoming Annual Small Business Saturday; and reported that with the event season slowing down and the staff now in place, Main Street could focus on improving the breezeway signage and refining the welcome aesthetics in the alleyway.

City Council Update

Council Updates

Councilmember Elton Alexander thanked the board members and expressed his pleasure that the D.D.A. now has a complete board. He mentioned the possibility of expanding the D.D.A. district. He noted that the construction of the \$73 million STEM school is commencing, highlighting the collective effort between the school board and the city council to bring this project to fruition. He also mentioned that 114 MLK Senior Heritage has been fully white-boxed and is seeking tenants, as is 116 MLK Senior Heritage Trail. He congratulated Main Street Manager Lisa Fareed on the success of the Tiny Tent concerts and urged Main Street to continue hosting them throughout the autumn season if possible. Additionally, he highlighted that the master trail plan will be discussed on September 25th at Merle Manders Conference Center, and the public is encouraged to attend.

Chair Anderson invited council members Yolanda Barber—District 4, and Alphonso Thomas—District 2, whose districts fall within the Downtown Development Area, to share their vision for the Downtown Area with the Board.

District 2 Councilmember Alphonso Thomas began by advocating for operational improvements within the D.D.A. Board. He encourages the Board to enhance the efficiency and effectiveness of their policy procedures, codes, and bylaws. Thomas emphasizes the importance of operating efficiently and sharing one vision, which is crucial for the community's success. He is also excited about the TSPLOST approving \$11 million, some of which will be used for sidewalks, curbs, gutters, and other projects in the neighborhoods adjacent to downtown, which are seen as the gateway into the downtown area. Furthermore, he stresses the importance of honoring Martin Luther King Senior's leadership legacy in Stockbridge by creating points of interest that visitors want to see. Additionally, Councilmember Thomas is enthusiastic about hosting the annual volunteer gala on December 14th. He acknowledges it's an honor to recognize all the board members and volunteers who care for the City of Stockbridge.

District 4 Councilmember Yolanda Barber reminded everyone in attendance that the Downtown district falls within her jurisdiction. She declares she is fully committed to representing the interests of the residents and business owners in the area. Councilmember Barber encourages anyone in her district to contact her. She explained to the Board why she didn't vote in favor of the M.O.U. (Memorandum of Understanding), stating that she does not approve anything without supporting documents. Further clarifying that the M.O.U. was presented at the end of the meeting without any supporting documents, and in order for her to vote, she needs to understand what she is agreeing to. Moreover, as a newcomer to politics, she is committed to making the best decisions for the City based on the information she receives. She encouraged open communication between the D.D.A. Board and herself. Councilmember Barber mentioned

that she is excited about the revitalization efforts and expressed her gratitude to the volunteers and Board members.

Public Comments

Mr. M. Saunders mentioned that his daughter noticed there were no sidewalks in their area and stated is good to hear that sidewalks are coming to their neighborhood. He then commended the Board for doing great work.

Executive Session – Real Estate Matters

No Updates

Chair Anderson called for a motion to adjourn; Secretary Cook motioned to adjourn the meeting at 7:43 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)