



Where Community Connects

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

BOARD MEMBERS

Robert Anderson, Chair

Warren Washington, Vice-Chair

Vacant, Treasurer

Kenya Cook, Secretary

Darrell Stamper, Board Member

Jerry Mays, Board Member

Councilmember Elton Alexander

ADMINISTRATION

Frederick Gardiner, City Manager

Gerald Sanders

Economic Development Director

Lisa Fareed

Downtown Main Street Manager

Cassandra Lester, Recorder

Blake Sharpton, Attorney

**Downtown Development
Authority
Meeting Agenda
December 10, 2024 6:00 PM**



**STOCKBRIDGE DOWNTOWN CONNECTION CENTER
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STOCKBRIDGE, GA 30281**

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AGENDA DOWNTOWN DEVELOPMENT AUTHORITY MEETING CITY OF STOCKBRIDGE

TUESDAY, DECEMBER 10, 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 October 15, 2024, Meeting Minutes
5. Approve November 12, 2024, Meeting Minutes

II. Officers and City Staff Reports

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

III. Old Business

10. Update on the Joint Sponsorship Amphitheater Table Promotion
11. Update on the 122 MLK Sr. Façade Grant

IV. New Business

12. Review of bylaws relating to the election of officers, the duties of such officers and election of officers for Fiscal Year 2025

V. City Staff Report

13. City Council Liaison - Councilman Alexander
14. Economic Development Department Liaison - Gerald Sanders
15. Main Street Advisory Board Liaison - Lisa Fareed

VI. Adjourn

VII. Executive Session (if needed)

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, Downtown Development Manager – Present
Kenya Cook, Secretary - Absent	Frederick Gardiner, City Manager – Absent
Darrell Stamper, Board Member - Present	
Jerry Mays, Board Member - Absent	Guest Speaker
Elton Alexander, City Council Liaison - Present	

Chair Anderson called the meeting to order at 6:04 p.m. Chair Anderson proceeded with a roll call. Board Members Kenya Cook and Jerry Mays were absent.

Chair Anderson called for a Motion to approve the September 17th, 2024, meeting minutes. Motion to approve made by Treasurer Merritt; seconded by Vice-Chair Washington. The Motion passed unanimously.

Officer Reports

Chair's Comments-Anderson

No Updates

Vice-Chair Comments-Washington

No Updates

Treasurer Update-Merritt-Financial Report

Treasurer Merritt presented the October balance sheet to the Downtown Development Authority.

The operating account currently holds a balance of \$22,843.26. This balance includes a \$10.34 debit for supplies/admin, which was used to mail the D.D.A. Quarterly Report to the City of Stockbridge. Additionally, there is a payment of \$580.00 to Butler and Snow, which will be reflected on the November balance sheet.

The Façade account remains at \$30,000, and the Project account remains at \$165,803.44.

Treasurer Merritt proposed renaming the "Liability" section of the balance sheet to "Liabilities & Expenses" for continuity purposes. This proposed change will take effect retroactively from January 2024 to the present. Chair Anderson called for a motion to approve the October treasurer's report. The motion was made by Vice Chair Washington and seconded by Board Member Stamper. The motion passed 4-0-1, with Treasurer Merritt abstaining.

Secretary Update-Cook

No Updates

Old Business

Update on the D.D.A./EDD/CDA Joint Sponsorship Amphitheater Table

The Board discussed the remaining concerts in the 2024 season to explore opportunities for displaying the City to potential investors, business owners, and stakeholders.

Update on D.D.A. Façade Grant

The Board discussed including outdoor furnishings in the façade grant in the future. They asked the Downtown Development Manager Lisa Fareed to refine the facade grant policy guidelines to incorporate outdoor furnishings. The Board has decided to continue with the current grant guidelines and will review this matter again in the future. A hard copy of the Façade Improvement Program overview and application was given to the clerk's office for posterity and will be added to the city website.

E.D.D. Façade Grant Bailout

Vice-Chair Washington suggested renaming the program from "façade bailout" to "façade legacy" to better align with the D.D.A.'s goal of continuing the former façade grant program previously administered by the Economic Development Department. No vote was taken.

Ms. Christine Chavis, Economic Development Coordinator, presented the façade grant applications from the Economic Development Department to the Downtown Development Authority. (D.D.A)

The D.D.A. reviewed and agreed to fund the application for 114 MLK Senior Heritage Trail in the amount of \$18,866.50. Motion to approve was made by Chair Anderson and seconded by Vice Chair Warren Washington. The vote passed 4-0-1, with Elton Alexander abstaining.

The D.D.A. reviewed and agreed to fund the application for 122 MLK Senior Heritage Trail in the amount up to \$15,000 plus 2/3rds of any remaining amount. The motion to approve was made by Elton Alexander and seconded by Vice Chair Washington. The motion passed unanimously.

Chair Anderson called for a vote to transfer \$30,000 from the "Project" account to the "Façade Grant" account. The motion was made by Vice Chair Washington and seconded by Board Member Stamper. The motion passed with a vote of 4-0-1, with Treasurer Merritt abstaining.

New Business

2025 Calendar

The Board agreed to keep the 2025 meetings on the 3rd Tuesday of every month.

Expired IGA

The Board agreed to have the attorneys update the Intergovernmental Agreement with the same terms and to keep city staff and the clerk's office updated on its progress.

City Staff Reports

Main Street

Downtown Development Manager Lisa Fareed reported that Bridgefest went well, although attendance was low due to Hurricane Helene. The Small Business Blitz is underway, and 82 new users have signed up for the app. November is Small Business Saturday month, and everyone is encouraged to download the app to get their passport to shop at small businesses. She reminded the Board that in 2022 and 2023, American Express recognized Stockbridge Main Street as a national inspiration for fostering Small Business Saturday, which is a proud moment for them. She noted that Stockbridge is featured in Henry Eats magazine and will use the platform to increase Small Biz Blitz (Small Business Saturday) engagement. She was happy to inform the Board that the Burke Street lot improvement was completed before Bridgefest and created more parking. The Tiny Tent concerts ended on September 20th and was well-

attended, serving as a great send-off to the event. Additionally, there is an artist under contract who will paint the windows in the downtown area. Ms. Fareed commented on the white tree lights that line MLK Sr. Heritage Trail and observed the public's engagement. She noticed how visitors tend to stroll and browse, and mentioned that the outdoor tree lighting makes the area cozy and approachable. She hopes to expand the lights beyond the holiday season and into other walkable spaces in the downtown area.

City Council Update

Council Updates

Councilmember Elton Alexander is excited to share that Norfolk Southern has allowed the city to occupy the observation stop, which will open parking on MLK Senior Heritage Trail and improve approachability. He is still motivated by the S.T.E.M school, which is seeing progress and has fenced off the area behind Stockbridge Elementary. He also mentioned the success of the Stockbridge Dream Fest, which featured That Girl Lay Lay, King Moore, Super Siah, Lani Love, JoJo Redd, Royal Rose, and Heiress Harris. He hopes the city will bring back family-friendly shows like this more often. Additionally, he stated that the Southern Soul Concert was sold out for three months and brought so many wonderful people to the downtown area. He highlighted that Diamante Townhomes are now selling.

Executive Session – Real Estate Matters No Updates

Chair Anderson called for a motion to adjourn; Secretary Cook motioned to adjourn the meeting at 7:48 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)



PUBLIC NOTICE

NOTICE IS HEREBY GIVEN

**THE STOCKBRIDGE DOWNTOWN DEVELOPMENT
AUTHORITY MEETING SCHEDULED FOR**

TUESDAY, NOVEMBER 12TH 2024,

AT 6:00 P.M. WAS

CANCELED – NO QUORUM

THE NEXT MEETING IS SCHEDULED TO TAKE PLACE

TUESDAY, DECEMBER 10TH 2024 AT 6:00 P.M.

Pursuant to the Open Meetings Act, this meeting is open to the public and all are encouraged to attend O.C.G.A. § 50-14-1
