Stockbridge

Where Community Connects

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF STOCKBRIDGE

BOARD MEMBERS

Kenya Cook, Chair

Warren Washington, Vice-Chair

Vacant, Treasurer

Vacant, Secretary

Vacant, Board Member

Jerry Mays, Board Member

Darryl Stamper, Board Member

Councilmember Elton Alexander

ADMINISTRATION

Vacant, City Manager

Gerald Sanders

Economic Development Director

Lisa Fareed

Downtown Main Street Manager

Cassandra Lester, Recorder

Blake Sharpton, Attorney

Downtown Development Authority Meeting Agenda February 18, 2025 6:00 PM

STOCKBRIDGE DOWNTOWN CONNECTION CENTER
130 M L KING SR. HERITAGE TRAIL
STOCKBRIDGE, GA 30281
Website: www.stockbridgega.org
Phone: 770-389-7900
Fax: 770-389-7912

AGENDA
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
CITY OF STOCKBRIDGE

TUESDAY, FEBRUARY 18, 2025 6:00 PM

I. Call to Order

1. Roll Call
2. Approve Agenda
3. Approve December 10th Minutes
4. Approve December 18th SCM Minutes

II. Officers Reports

5. Chairman Comments - Cook
6. Vice Chair Comments - Washington
7. Treasurer's Report - Vacant
8. Secretary's Update - Vacant

III. Old Business

9. 2025 Joint Sponsorship Amphitheater Table Promotions
10. Review the statuses of Façade Grant Applications
11. Parking Lot Renovation Payment

IV. New Business

V. City Staff Reports

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

VI. Adjourn

Developing Downtown Stockbridge

Downtown Development Authority of the City of Stockbridge

REGULAR MEETING SUMMARY MINUTES

Tuesday, December 10, 2024 @ 6 PM

130 MLK Senior Heritage Trail
Stockbridge, GA 30281

Board Members	City Staff
Robert Anderson, Chair - Present	Cassandra Lester, Deputy City Clerk - Present
Warren Washington, Vice Chair - Absent	Gerald Sanders, Economic Development Director - Present
Vacant, Treasurer	Lisa Fareed, Main Street Manager – Absent
Kenya Cook, Secretary - Present	Frederick Gardiner, City Manager – Absent
Darrell Stampler, Board Member - Present	
Jerry Mays, Board Member - Absent	**Guest Speaker**
Elton Alexander, City Council Liaison - Present	

Chair Anderson called the meeting to order at 6:10 p.m. Chair Anderson proceeded with a roll call. Board Members Jerry Mays and Warren Washington were absent.

Chair Anderson called for a Motion to approve the October 15th, 2024, meeting minutes. Motion to approve made by Secretary Cook; seconded by Board Member Stampler. The Motion passed unanimously.

Officer Reports

Chair's Comments-Anderson
Recited the mission statement.

Vice-Chair Comments-Washington
No Updates

Treasurer Update - Financial Report
No expenditures reported and no balance provided. No vote was taken to approve the financial report.

Secretary Update-Cook
No Updates

Old Business

Update on the DDA/EDD/CDA Joint Sponsorship Amphitheater Table
No Updates

Update on 122 MLK Sr Heritage Trail Façade Grant
The business owner is in the process of securing a 3rd quote.

New Business

Review of Bylaws, Duties, Training and Elections of DDA Officers for FY2025
Chair Anderson provided an update to the Board on mandated training requirements. The following Board Members were elected to serve in 2025 unanimously:

Chair - Kenya Cook
Vice Chair - Warren Washington
Treasurer - Vacant (Chair Cook will act as Interim)
Secretary - Vacant
Main Street Liaison - Vacant

Parking Lot Invoice
There was a discussion about responsibility for paying the parking lot renovation invoice. It was decided that this issue would be addressed at the DDA's next meeting, when the city manager is available.

Special Called Meeting
Economic Development Director Gerald Sanders requested a special-called meeting on behalf of City Manager Frederick Gardiner to discuss a property transfer with the Downtown Development Authority.

120 MLK Sr Heritage Trail Façade Grant Application
Economic Development Director Gerald Sanders submitted a façade grant application to the DDA for consideration. Chair Anderson noted that the application was submitted on an outdated form and did not comply with the current façade grant guidelines. It was recommended that the applicant complete the correct application and resubmit the request. Chair Anderson also emphasized that all façade grant applications should be directed to the DDA Board. In response, Gerald Sanders stated that the Economic Development Department would enhance the DDA Board's effectiveness, as they are in-house and in close proximity, allowing them to act as liaisons between business owners and the DDA Board. Chair Andrson stated that the correct information needs to be supplied to the business owners from the start to maintain the integrity of the program.

City Council Update
Councilmember Elton Alexander stated that the Holiday Fest was a great success. It served a dual purpose: the citizens enjoyed the entertainment and had the opportunity to see and utilize the renovations made in the downtown area; Councilmember Alexander welcomed Gerald Sanders, noting that he is a valuable resource; He highlighted the SPLOST allocation of $10 million dedicated to the construction of a multigenerational recreation center. Additionally, the pedestrian bridge is scheduled to receive over $1 million dollars collectively from Congressman Scott and through remaining SPLOST funds; States the Railroad area will be cleaned up, allowing parking to be opened to the public; Adds the Tax Allocation District is currently awaiting approval from the school board and the county; Reminded the Board that Henry County has a first-time homebuyers program available for Stockbridge, which is worth exploring and more information can be found on the Henry County website; Encouraged the Board, stating that the decisions made now may not yield immediate results, but they are laying the groundwork for positive outcomes in the future.

City Staff Reports
Economic Development
During the meeting the Economic Development Director Gerald Sanders expressed his excitement about joining the team and has good plans for the City of Stockbridge. He emphasized that he has a wealth of experience and sees this as an opportunity to elevate Stockbridge to the level of other cities experiencing similar population growth.

Executive Session – Real Estate Matters
No Updates

Chair Anderson called for a motion to adjourn; Secretary Cook motioned to adjourn the meeting at 7:12 p.m.; seconded by Board Member Stampler. 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)

Developing Downtown Stockbridge

Downtown Development Authority of the City of Stockbridge

SPECIAL CALLED MEETING SUMMARY MINUTES

Wednesday, December 18, 2024 @ 6 PM

130 MLK Senior Heritage Trail
Stockbridge, GA 30281

Board Members	**City Staff**
Robert Anderson, Chair - Present	Vanessa Holiday, City Clerk - Present
Warren Washington, Vice Chair - Present	Gerald Sanders, Economic Development Director - Present
Vacant, Treasurer	Lisa Fareed, Downtown Development Manager – Present
Kenya Cook, Secretary - Present	Frederick Gardiner, City Manager – Present
Darrell Stampler, Board Member – Present (6:05 PM)	
Jerry Mays, Board Member - Absent	**Guest Speaker**
Elton Alexander, City Council Liaison - Present	Cynthia Jenkins, CEO – Southern Crescent Habitat for Humanity

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

Secretary Cook proceeded with the Roll Call. All members were present for Roll Call except Board Members Mays and Stamper. Board Member Stamper joined the meeting at 6:05 p.m.

Motion to approve the meeting Agenda made by Board Member Cook; seconded by Board Member Washington. The motion passed unanimously 4-0.

New Business

Property Transfer – Presented by Frederick Gardiner, City Manager

Mr. Gardiner noted the City had been contacted by Ms. Cynthia Jenkins, CEO of Southern Crescent Habitat for Humanity in search for vacant land to build two affordable homes with Henry County ARPA funds and identified the property as: 116 Davis Road, Stockbridge, GA 30281 – Parcel ID No. S18-0203300, located in the Downtown District.

Mr. Gardiner advised the Board of the City's action on December 17, 2024 to transfer the funds to the Downtown Development Authority for the purpose of Habitat Humanity to construct two homes with a MOU (Memorandum of Understanding) and Development Agreement which includes Conditions: 2-car garage, Brick Façade, (switching out the stock stone on the columns to brick), and fencing, and variances would be done administratively by the Community Development Department.

Ms. Jenkins noted the Southern Crescent Habit for Humanity covers Fayette, Clayton and Henry Counties, and that Henry County has allocated $600,000 of ARPA for the construction of affordable home ownership, with the deadline to spend the funds being December 31, 2025, and the goal to complete the homes is June 2025, with potential homeowners already in the pipeline.

Chair Anderson raised questions about the survey, and title search.

Mr. Gardiner assured the Board that all proper documentation would be provided, requesting the assistance of Ms. Angela Robinson, the Real Estate Attorney for the City.

Motion to accept the property transfer of 116 Davis Road, Stockbridge, GA 30281 – Parcel ID No. S18-0203300 was made by Board Member Washington; seconded by Board Member Cook. The motion passed 4-0-1 (Anderson Abstained, citing the questions raised).

Councilman Alexander thanked Henry County for their allocation of ARPA funds and thanked Southern Crescent Habitat for Humanity for choosing the City of Stockbridge for this project.

Motion to adjourn at 6:38 p.m. was made by Councilman Alexander; seconded by Board Member Stamper. The motion passed unanimously.

Minutes recorded by Vanessa Holiday, City Clerk

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)