



Where Community Connects

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

BOARD MEMBERS

Kenya Cook, Chair

Warren Washington, Vice-Chair

Nathan Banks, Treasurer

Jerry Mays, Secretary

Nycholas Armstead, Board Member

Darryl Stamper, Board Member

Councilmember Elton Alexander

ADMINISTRATION

Shawn Edmondson, City Manager

Gerald Sanders

Economic Development Director

Lisa Fareed

Downtown Main Street Manager

Cassandra Lester, Recorder

Blake Sharpton, Attorney

**Downtown Development
Authority
Meeting Agenda
August 19, 2025 6:00 PM**



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AGENDA DOWNTOWN DEVELOPMENT AUTHORITY MEETING CITY OF STOCKBRIDGE

TUESDAY, AUGUST 19, 2025 6:00 PM

I. Call to Order

1. Roll Call
2. Prayer
3. Motions for additions or deletions to the proposed agenda
4. Approve Agenda
5. Approve July 14th, 2025 Minutes

II. Officers Reports

6. Chairman's Comments – Cook
7. Vice Chair's Comments – Washington
8. Secretary's Comments – Mays
9. Treasurer's Comments - Vacant

III. Old Business

10. Façade Grant Update
11. Georgia Downtown Association Conference
12. Discuss Marketing for the Downtown Development Authority
13. Discuss creating an interior grant for businesses
14. Projects update – Habitat for Humanity

IV. New Business

15. Landscaping project – Economic Development Director
16. Discuss creating an interior grant for businesses

V. City Staff Reports

17. City Council Liaison - Councilman Alexander
18. Economic Development Department – Gerald Sanders
19. Main Street Advisory Board Liaison – Lisa Fareed

VI. Adjourn

VII. Executive Session (if needed)

Board Members	City Staff
Kenya Cook, Chair - Present	Cassandra Lester, Deputy City Clerk - Present
Warren Washington, Vice-Chair - Present	Gerald Sanders, Economic Development Director - Present
Nathan Banks, Treasurer - Present	Lisa Fareed, Main Street Manager - Absent
Jerry Mays, Secretary - Present	Terezy Ochoa, Mainstreet Coordinator - Absent
Darrell Stampler, Board Member - Absent	Vacant, City Manager
Nycholas Armstead, Board Member - Present	Guest:
Elton Alexander, City Council Liaison - Present	Christine Chavis, Economic Development Coordinator

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

Chair Cook called for a Motion to approve the agenda. A Motion to amend the agenda to enter Executive Session after the "Officers' Report" was made by Councilmember Elton Alexander; Seconded by Vice-Chair Washington. The Motion passed unanimously.

Chair Cook called for a Motion to approve the meeting minutes from June 17, 2025. Motion to approve made by Vice-Chair Washington; Seconded by Nathan Banks; The Motion passed 4-0-1 with Councilmember Elton Alexander abstaining.

Officer Reports

Chair's Comments-Cook

No Comments

Vice-Chair Comments-Washington

No Comments

Treasurer-Nathan Banks

Treasurer Banks reported receiving invoice #140586257 for \$15.00 related to the publication of the meeting notice for July 14th. Chair Cook then verbally presented the treasurer's report, which included the following account balances:

- Operating Account: \$1,767.51
- Façade Account: \$41,133.50
- Project Account: \$180,803.44

Chair Cook called for a motion to approve the Treasurer's report. Motion to approve by Nathan Banks; Seconded by Vice-Chair Warren Washington; The Motion passed unanimously.

Secretary Update-Jerry Mays

No Comments

Executive Session

Councilmember Elton Alexander made the Motion to adjourn to Executive Session to discuss real estate, litigation and personnel matters at 6:13 p.m.; Seconded by Vice-Chair Washington; the motion passed unanimously.

Nycholas Armstead arrived at 6:29 p.m. and joined the Board members in Executive Session.

Nathan Banks left the meeting at 6:50 p.m.

Motion to adjourn Executive Session and reconvene the Board Meeting made by Vice Chair Washington at 6:50 p.m.; Seconded by Nycholas Armstead; The Motion passed unanimously.

There was nothing to report from Executive Session.

Old Business

Waste Collections Services Agreement

Economic Development Director Gerald Sanders updated the Board, stating that there has been no action from the City Council regarding the discussion raised during the city council meeting on June 25, 2025. He mentioned that the waste collection services agreement should be integrated with the Alleyway Project, which is part of the City's Capital Improvement Plan. Councilmember Alexander further clarified that since the City's Alleyway Project covers the downtown area and other locations, the DDA should consider submitting a resolution to the City to express the Board's needs from the Alleyway Project, including the trash compactor, dumpster pad, and grease collection system.

A discussion took place in which several Board members expressed concerns about requesting the City to provide waste collection services for the Alleyway Project. They noted that this request could potentially delay progress. Some members raised questions about how decisions would be made regarding the prioritization of projects for funding, particularly given the numerous competing needs within the Alleyway Project. Chair Cook raised concerns about the DDA's legal costs, questioning why the DDA could not wait for the City to initiate the project before drafting a resolution. He pointed out that the Alleyway Project may not even begin for another 6 to 12 months at a minimum.

Mr. Sanders reminded the Board that its (DDA) funding is limited and that sending a resolution to the City Council would be a cost-effective to have the trash compactor, dumpster pad, and grease collection system competed. Councilmember Alexander reiterated that the Alleyway Project is one of the City's top priorities for improvement and that the DDA Board should send a resolution to the City Council outlining its needs, emphasizing the urgency of the situation, and mentioning the RSVP plan to encourage prompt action from the City.

Chair Cook called for further discussion, but no additional comments were made. Chair Cook called for a Motion. Vice Chair Washington Motioned to approve the language for the resolution regarding the Alleyway Project. The motion was seconded by Nycholas Armstead and passed with a vote of 4-1-0, with Chair Cook voting against it.

Façade Grant update for 120 MLK Sr Heritage Trail

Economic Development Coordinator Christine Chavis clarified the grant amount and terms with the DDA Board. She stated that she would be in contact with Mr. Renahan the following day to inform him of his contribution portion. Additionally, she mentioned that all payments would be made to the contractor from the DDA Board once the final numbers are received from Economic Development Director Gerald Sanders via the Mainstreet office staff as per the current Façade Grant Guidelines.

The Board discussed the need to update the Façade Grant Guidelines to incorporate drawdowns.

Ms. Chavis encouraged the Board to provide her with specific language they would like to see included in the updated Guidelines. The Board reached a consensus that drawdown payments made to contractors should be included in the guidelines; however, no vote was taken on this matter.

Chair Cook commented that since the grant has been approved, after all signatures are received from Mr. Rehenan, he and Vice Chair Washington will stop by the Mainstreet office to deliver the first draw.

Mr. Sanders then informed the DDA Board that he and the Economic Development Department have been working on ways to improve the Façade Grant process, which includes:

- Enhancing communication with applicants.
- Providing copies of completed applications to the
 - Economic Development Department
 - The Downtown Development Authority
 - The Applicants

Vice-Chair Washington left at 7:32 p.m.

Georgia Downtown Association Conference

Chair Cook called for a vote to approve the budget for two DDA representatives to attend the conference at the early-bird rate. This budget includes registration, travel, lodging, and a stipend. The motion to approve was made by Councilmember Elton Alexander and seconded by Nycholas Armstead. The motion passed unanimously.

Amphitheater Initiative

Chair Cook requested clarification on the process for receiving tickets for the Amphitheater Sponsorship table. He mentioned difficulties in obtaining tickets at the last event, where VIP guests had to wait to enter. Councilmember Elton Alexander suggested contacting Charisma Webster for assistance with any ticket-related issues. Chair Cook expressed his desire to keep this topic on the agenda so the Board can monitor its impact and track the return on investment for this initiative.

Marketing for Downtown Development Authority

Nycholas Armstead made a motion to rescind the vote to approve and retain the services of Henry Caslin of Alex and Partners Marketing and Consulting LLC as the vendor to facilitate the night and pre-concert market events; Seconded by Councilmember Elton Alexander. The motion passed unanimously.

New Business

Façade Gant Program

Chair Cook wants to increase awareness of the façade grant program among business owners in the DDA District. Councilmember Elton Alexander suggests that this initiative should start with Business Services. He recommends including an application and guidelines as part of the welcome pack given to new businesses when they open or during their ribbon-cutting ceremony.

Interior Grant for Businesses

Chair Cook noted that he has received feedback from business owners who are aware of the façade grant and are inquiring whether there is also a grant available for interior improvements. Economic Development Director Gerald Sanders emphasized the importance of considering the costs associated with renovations for interior leaseholders, as these fall under building improvements and should have limitations. Councilmember Elton Alexander mentioned that the city has a BRICKS program that covers interior improvements. He also emphasized that curb appeal should be included in the façade grant guidelines. Chair Cook proposed keeping this item on the agenda for discussion at the next meeting.

City Council Update

Elton Alexander – City Council Liaison

He expressed that he was very impressed with the number of visitors brought to the city of Stockbridge by both the All-White concert and the Fourth of July event. He also mentioned his excitement about the appointment of the new City Manager, Shawntez Edmondson, and encouraged the DDA Board to attend the Council meeting to welcome him. Additionally, he stated that the city continues to attract new developments to the area.

City Staff Reports

Gerald Sanders – Economic Development Director

No Comments

Lisa Fareed – Main Street Manager

Not Present

Chair Cook called for a motion to adjourn at 7:59 p.m.; Nycholas Armstead motioned to adjourn; Seconded by Jerry Mays. 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)
meeting held for investigative purposes under duties or responsibilities imposed by law.	50-14-3(a) (1)