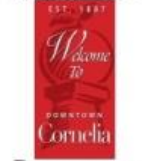


CORNELIA



DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA/Main Street Board Meeting

AGENDA

Thursday, February 13, 2019 8:30 AM
Connexion Church

1. Meeting called to order- 8:37
 - a. Motion to adopt agenda made by Mickey Carroll, seconded by Brentt Cody, all approved
2. Financials (Hope)- Accountant work
 - a. Hope absent for account balance presentation
 - b. In Hope's absence, Jessie discussed some issues they were having with submitting the Annual DDA Finance Registration. Hope, Jessie, and Amanda Chosewood have spent hours trying to figure it out, but the form is very complex and something an accountant should do. Hope and Jessie are proposing that we get a quote from Joe Kitchens (who is our auditor) to fill out the form annually for us. After tax season, we will discuss this with him further and come back to the DDA with more information.
3. Old Business (Strategic Project Updates)
 - a. Complete Apple Tree Alley – (action items, tasks, reports) (5 minutes) – Brentt Cody, Project Leader
 - i. Brentt Cody said that Mayor Borrow and him have a meeting with Don Cantrell on Monday to discuss the acquisition of the purchase of the parking lot. He feels confident that they can negotiate a win-win scenario for everyone. He will update us at the next meeting.
 - b. Acquire and Design Downtown Greenspace – (action items, tasks, reports) (5 minutes) – Lindsey Holt, Project Leader
 - i. Lindsey said that it was suggested at our Main Street Accreditation this past week that we temporary close the alley just to test the waters. We can determine for how long, but just putting potted plants and a bench there and see what people think of it is a good idea.
 - ii. Jessie said that in other communities that have done a streetscape project, they have done this and placed a chalkboard and some chalk in the space asking the public what they want to see there.
 - iii. Dee said that this decision has to go through the commissioners and he will put it on the agenda.
 - c. Clean Up and Beautify Downtown Area – (action items, tasks, reports) (5 minutes) – Heath Barrett, Project Leader
 - i. Heath said we are stalled on this project until the rain stops so we will talk more about this next month.
4. New Business
 - a. Mandatory Training
 - i. Jessie said we got reprimanded at our Main Street Accreditation presentation for not having all of our board members training complete. Jessie said this training needs to be done by February 29.

- ii. Mayor Borrow suggested that all the board members take it together and all agreed that was a good idea. It was requested of Jessie to send out an email with the link and the names of everyone who needs to complete training.
- b. 2020 Commitment Letters
 - i. Commitment Letters are also a requirement of the Main Street program, so every board member needs to have one on file before February 29. Jessie asked if board members have not signed it yet, please do so and get it back to Jessie
- c. Main Street Accreditation
 - i. Jessie suggested we table this conversation until the next meeting in the interest of time. There were things at the presentation that Emily, Lindsey, and Jessie would like to discuss. A motion was made to table until the next meeting by Brentt Cody, seconded by Emily, all approved.

Upcoming Events: **Tacky Prom February 21, Tea Party March 14**

- 5. Next Regular Board Meeting: **March 5** at the Depot at 8:30 a.m.
- 6. Adjourn- 9:01

Present: Lindsey Holt, Emily Herrin, Mickey Carroll, Heath Barrett, Brentt Cody, Matt Cathey, Jessie Owensby, Kristy Hammond, Dee Anderson
Guests: John Borrow
Absent: Hope Murray