

CORNELIA



DOWNTOWN  
DEVELOPMENT  
AUTHORITY

# DDA/Main Street Board Meeting

## AGENDA

Thursday, April 5<sup>th</sup> 2018, 8:30AM  
Cornelia Depot

1. Meeting called to order- 8:32 a.m.
2. Adopt Agenda-
  - a. Motion made to add Executive Session for Real Estate by Jan Garrison, seconded by Melany Ward
  - b. Motion made to adopt agenda by Melany Ward and Jan Garrison
3. Financials-
  - a. Loan Account \$61,286.99
  - b. Operating- \$17,146.52
  - c. Façade- \$3,826.65. We need to still also pay \$500 to Sugartopia for their new sign and \$500 for Wolf Creek's new sign. Jessie will schedule photo op with them sometime this month.
4. City Manager's Report
  - a. Level Grove Sidewalk is continuing. Making good progress. Should be done in the next few weeks weather permitting. Phase two of project should start sometime in November
  - b. Water reservoir currently being filled up. Had some setbacks so running behind schedule, but still making good progress
  - c. Municipal complex design should be finalized in the coming weeks. Working on grants for funding. Should break ground in January
5. Old Business
  - A) Strategic Plan Project updates-
    1. Brentt Cody to update on bank building progress
      - a. RFQ for architects went out and we are just waiting on submissions
    2. Heath Barrett to update on Appletree Alley
      - a. Everyone who worked on the similar project in Dahlonge is now retired. LaQuilla to research the project documents and get us a cost estimate for moving or burying the lines.
      - b. Georgia Power is working on new cost estimate with revised numbers
      - c. Carter & Sloope working on new site plans for project. Should have them by April 15
    3. Ec Dev projects update from Jessie Owensby
      - a. Sugartopia open and has expanded menu to ice cream
      - b. Wolf Creek BBQ open and seeking more employees. Tim Lee said that the EDC is hosting a job fair at the high school to help recruit new workers
      - c. Jack Bradley Agency bought Gold's Building. Doing extensive renovation of both inside and outside. Utilizing Rural Zone Designation, DCA Design Services and DCA loan funding
      - d. Creekside Cleaners is also utilizing DCA Design Services

- e. Jeff Cantrell is planning to renovate his blighted building on South Main Street
  - f. Evelyn Welborn is planning to sell her building on Wells Street
  - g. Still have more projects in the works
4. Façade grant fundraiser- Update from Lindsey and Jessie
    - a. Lindsey says Barbara Ellingson is ready to go on her end. She has the title and tag for the motorcycle. Just needs to know when to bring it and put it on display. Jessie will send her a form for the BBQ
    - b. Brittain designed flyer for fundraiser. Need to finish designing and ordering raffle tickets and will figure out a way of keeping track of tickets to keep money accountable.
    - c. It was decided that we need to open a separate account to hold the fundraiser money. A motion was made by Heath Barrett and was seconded by Melany Ward. All Approved. The account will be opened at North Main Credit Union.
6. New Business
    1. Introduction of new employee- Brittain Williams-
      - a. Brittain comes to us from the Habersham County Chamber of Commerce. She has a degree in environmental policy from University of the South. She will help keep the Depot open Monday through Thursday from 9-2 and offer administrative support as needed. Her email is [bwilliams@corneliageorgia.org](mailto:bwilliams@corneliageorgia.org) and her office number is 706-778-8585 ext. 224. Please welcome her and if you can't reach me or need her for any reason, please call, email, or come by to speak with Brittain.
    2. Discussion of 4PM partnership
      - a. It was discussed that we need a progress report from 4PM to see where we are and where we go from here.
      - b. Brentt will call and ask for a meeting at the beginning of next week.
    3. Upcoming plans for Spring- March-May (Apple Blossom, National Day of Prayer, Neal McCoy, Historic Preservation Month, Tower, Splash Pad, Museum)
      - a. Jessie still needs volunteers for BBQ Festival, approximately 20. PLEASE HELP recruit some
      - b. National Day of Prayer is May 3<sup>rd</sup> at the Depot at noon and First Presbyterian at 6:30
      - c. Tower and Museum are both open. Splash pad to open April 21
      - d. Brittain doing an Everything Apple Cookbook for Historic Preservation Month in May. We are taking submissions
  7. Executive Session for real estate- Motion was made to go into Executive session by Jan Garrison, seconded by Lindsey Holt, all in favor. Matt Cathey recused himself. Motion was made to come out of executive session by Jan Garrison, seconded by Melany Ward, all in favor
  8. Upcoming Events: Apple Blossom BBQ April 21, Neal McCoy May 12
  9. Next Regular Board Meeting: **Thursday, May 3, 2018** at Depot
  10. Adjourn- Motion made to adjourn by Lindsey Holt, seconded by Jan Garrison, all in favor
- Present: Heath Barrett, Matt Cathey, Jessie Owensby, Lindsey Holt, Jan Garrison, Brittain Williams, Melany Ward, Tim Lee, Bill Loyd, Dee Anderson
- Absent: Brentt Cody (was on conference call for part of meeting)