

CORNELIA



DOWNTOWN  
DEVELOPMENT  
AUTHORITY

# DDA/Main Street Board Meeting AGENDA

Thursday, May 1, 2017 8:30AM  
Cornelia Depot

1. Meeting called to order- Heath Barrett at 8:31 a.m.
2. Adopt Agenda- motion made by Brentt Cody, seconded by Jan Garrison, all in favor
3. Financials- none to report
4. City Manager's Report- Wayside St. paving done and Level Grove sidewalk project phase one complete
5. Old Business
  - A) Strategic Plan Project updates-
    1. Progress report from 4PM with board meeting discussion
      - a. Kirby Glaze reviewed and analyzed the three RFQ's from the architects
        - i. Recommended we go with Gamble & Gamble because of the low price and the time they have to do it
      - b. Kirby gave a report with printed material about the status of the project. Project still in phase one. To complete phase one, we would pay out another \$8,800 and get three conceptual designs from the architect we choose. The \$8,800 would include the architect concept design fee. We would also need to pay 4PM the remaining balance of their fees.
      - c. Kirby reviewed different scenarios that the DDA could choose regarding different funding options for the project.
        - i. We could choose Historic Tax Credits, which would give us \$300k. We would own the building for five years and maintain a mountain of paperwork, but then we could do what we want with the building. Historic tax credits are also based on a percentage of the total cost.
        - ii. We could choose ARC grant and bundle with Rural Zone tax credits, but we would have to own the building forever or pay back what we were given from ARC. Rural Zone tax credits are based on a percentage of the labor and materials. We would also qualify for redevelopment tax credits.
      - d. Kirby will follow up with Annaka Woodruff at DCA and find out what restrictions we would be under regarding design. He will also do the same regarding Rural Zone Designation and give another funding option including those two avenues.
      - e. DDA needs to discuss and vote on architect and then ask commissioners for funding to pay for conceptual drawings. DDA to check and see if LLC went through
    2. Downtown report- Jessie to update

- a. Downtown has had four real estate closings in 2018.
  - b. Downtown has had three new leasings in 2018.
  - c. We have two other prospective projects in the works.
  - d. Jack Bradley Agency and Creekside Cleaners are both using DCA design services for façade improvements on their buildings.
3. Façade grant fundraiser- Update from Lindsey- we will assign raffle tickets to each member
  - a. Each DDA member was given 10 raffle tickets to sell. They were assigned and written down on a spreadsheet. If there are unsold tickets, they should be returned.
  - b. Winner will be announced Saturday, September 22 at Big Red Apple Festival
6. New Business
  1. New things for downtown- see above
  2. Upcoming plans for Spring- March-May
    - a. Jessie wants to thank everyone who helped out at the Apple Blossom Festival. It went really well. Brentt has several people in the bank building. Lindsey and Matt had a booth for the Harley raffle.
    - b. See below for upcoming events
    - c. Jessie to schedule CBA meeting at end of May to get updated and ready for fall
    - d. Tonight is Comprehensive Plan Open House at Community House at 5:30 p.m. All who would like input into the next ten years should attend
7. Upcoming Events: National Day of Prayer May 3, Field trip May 4, Neal McCoy May 12
8. Next Regular Board Meeting: **Thursday, June 7, 2018** at Depot
9. Adjourn- motion made by Melany Ward at 9:53, Seconded by Brentt Cody, all in favor

Present: Heath Barrett, Lindsey Holt, Melany Ward, Jan Garrison, Brentt Cody  
Guests: John Herrin, Kimberly Reed, Kirby Glaze, Steve Watson  
Absent: Matt Cathey, Dee Anderson