

Perry Downtown Development Authority
Minutes - January 27, 2015

1. Call to Order: Chairman David Grossnickle called the meeting to order at 5:00pm.

Roll: Chairman Grossnickle; Directors Fountain, Brown, Hillis, Lumpkin, Jones and Burnham were all present.

Staff: Catherine Edgemon – Main Street Coordinator, Robert Smith – Economic Development Director, and Christine Sewell – Recording Clerk.

2. Invocation: was given by Chairman Grossnickle.
3. Guests/Speakers: Mr. Mitch Greer with Mauldin & Jenkins, Mr. Don Moncrief with Houston Home Journal, and Mrs. Terre Walker.

4. New Business

- a. Introduction of new Director, Dr. Brian Burnham

Dr. Burnham introduced himself and provided his background for the board. All welcomed him and were looking forward to working with him.

- b. Election of 2015 Officers

Director Jones motioned to recommend David Grossnickle as Chairman, Bryan Fountain as Vice Chairman and Kelly Hillis as Secretary/Treasurer for 2015; Director Lumpkin seconded; all in favor and was unanimously approved.

- c. Mauldin & Jenkins presentation of FY 14 DDA audit

Mr. Mitch Greer presented and reviewed the authority's FY14 audit, which was in compliance and met regulations/requirements.

- d. Review and approve November 25, 2014 minutes

Director Fountain motioned to approve the minutes as submitted; Director Hillis seconded; all in favor and was unanimously approved.

- e. Review and approve November and December 2014 financial statements

Director Fountain motioned to approve the financial statements as submitted; Director Jones seconded; all in favor and was unanimously approved.

- f. Review FY 15 budget and work plan priorities

Ms. Edgemon reviewed the proposed operating budget for FY15. It was noted the board's portion of the master plan had been paid. In discussions Mr. Smith noted in the Economic Development department's request funding for a professional marketing packet would be requested, as well the City has contracted for a retail study. Ms. Edgemon requested the board begin to think about a project and budget request for the next fiscal year, as presentations will be made to Mayor & Council in late May or early June.

- g. Review criteria for revolving loan fund program

In follow up to previous discussions the board was presented the first draft of revolving loan fund guidelines. In discussions the board asked the word local be inserted in front of revolving loan fund. Questions arose on the guidelines noted under eligible activities, which was agreed to be removed. As well the criteria stating the creation of low to moderate income jobs were to be removed. On conclusion staff will make the recommended changes and the board will review again.

- 5. Chairman Items
 - a. Attendance

Chairman Grossnickle thanked everyone for their continued service on the board and was looking forward to the upcoming year.

- b. Milledgeville visit/questions about BOOST program

Chairman Grossnickle confirmed those who would be attending and asked those who could not make it were there any questions they may want asked in regards to the BOOST program. Ms. Edgemon advised they BOOST program is a crowd-funded micro-grant to assist businesses and those who contribute are those who vote on who is to receive the funds. It was noted the Main Street Promotion Committee has allotted \$1,000 for such as program, as well there has been another pledged donation of \$1,000 for seed money for the BOOST program.

- 6. Main Street Coordinator's Report
 - a. Sponsorship with Chamber for customer service workshop in late March

Ms. Edgemon advised the March program would be a lunch and learn opportunity, with a speaker from the Better Business Bureau, with further details to be provided.

- 7. Update on Perry Main Street Board, Inc.

Ms. Edgemon advised Perry had received the Main Street designation from the Georgia Department of Community Affairs, and she will make the presentation to Mayor and Council at the February 3 Council meeting.

- 8. Certificates of Appropriateness issued - Ms. Edgemon reviewed the December report.
- 9. Adjourn – There being no further business to come before the board, Chairman Grossnickle adjourned the meeting at 6:32pm.