

Perry Downtown Development Authority
Minutes - March 24, 2015

1. Call to Order – Chairman David Grossnickle called the meeting to order at 5:04 p.m.

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

Staff: Catherine Edgemon – Main Street Coordinator, and Christine Sewell – Recording Clerk.

Guests: Mrs. Terre Walker

Press: Kristin Moriarty – Houston Home Journal

2. Invocation – was given by Chairman Grossnickle
3. Guests/Speakers – Mrs. Terre Walker as Chairman of the Perry Main Street Design Committee provided an update on recent committee work, which included reaching out to a vendor about lighting on downtown buildings, cleanup of the alleys by merchants/owners, work still in process for a sidewalk sign on the 800 block of Carroll Street, and the planter bed in front of Rusty's.

Director Fountain inquired on the status of General Courtney Hodges Boulevard as he had received comments from business owners who received notices from the City. Mrs. Walker advised the Design Committee conducted a survey of the area and provided a list to the City Manager of items the City could address, such as crooked signs, mowing of right-of-ways, etc. Property owners were sent code enforcement notices from the Community Development Department about items that required attention from the property owner.

4. Old Business
 - a. Review draft work plan for FY 16

Ms. Edgemon provided a draft work plan for FY16 for review that matched up with the preliminary budget reviewed at the last meeting. Ms. Edgemon advised the board's budget request had been submitted to the City Manager and most likely would hear back by mid-May.

- b. Review BOOST program materials

Ms. Edgemon provided an updated application package, logo examples and a list of potential project partners. A logo was selected, and discussion ensued on how to promote to program. It was the concurrence of the board to speak with the Chamber of Commerce and Downtown Merchants Association, and some members elected to contact potential project partners for support. The board discussed whether a property that may be out of compliance with City ordinances would be eligible for the grant; it was felt if a property could come into compliance with the grant it should be considered. Ms. Edgemon will follow up with alternate language and forward via email. It was also decided to have the maximum award amount of \$1,000 over a 12 month period, as well as staff investigating whether BOOST donations could be tax deductible.

c. Review Local Revolving Loan Fund (RLF) application

The board reviewed the draft loan application packet, agreed with allowing the loan to be used in combination with other loan programs and incentives, and discussed adding capital expenditures for equipment as an eligible startup cost. The board asked Ms. Edgemon to follow up on possible eligibility of charitable organizations as borrowers.

5. New Business

a. Review and approve February 24, 2015 minutes

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

b. Review and approve February 2015 financial statements

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

c. Discuss bylaw amendment for voting and meeting participation

Ms. Edgemon provided current state law O.C.G.A. §36-42-7 governing the qualifications and reimbursement of directors; election of officers; training and advised state law supersedes the current by-laws and should be updated accordingly. As well, an update should be done to allow for absent board members to vote by signed written proxy or by email or by fax and to allow for an absent member to participate by teleconference.

Director Fountain motioned to amend the by-laws with the information provided by staff; Director Jones seconded; all in favor and was unanimously approved.

6. Chairman Items - Chairman Grossnickle thanked the board for their input and was excited about the BOOST and RLF programs.

7. Main Street Coordinator's Report

a. Cleanup day planned on Saturday, April 25, from 8 a.m. to noon

Ms. Edgemon as a member of the Perry Lions Club advised of the upcoming clean-up day to take place on General Courtney Hodges Blvd. and invited all to participate.

8. Update on Perry Main Street Board, Inc. – Ms. Edgemon noted she, along with several of the Main Street board members, will attend the National Main Street Conference in Atlanta the following week and would report back at the next meeting.

9. Certificates of Appropriateness issued - Ms. Edgemon provided the monthly report.

10. Adjourn – There being no further business to come before the board Chairman Grossnickle adjourned the meeting at 6:25 p.m.