

Perry Downtown Development Authority
Minutes - April 26, 2016

1. Call to Order : Chairman Fountain called the meeting to order at 5:05 p.m.

Roll: Chairman Bryan Fountain; Directors Brian Burnham, Kelly Hillis, Carl Lumpkin, and Lee Jones were all present.

Absent: Directors Steve Aydelott and Tish Hayward

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

2. Invocation – was given by Director Burnham

3. Guests/Speakers – none

4. Old Business

- a. Update on BOOSTer recruitment – DDA members

Ms. Edgemon provided a list of potential “investors” that she had divided between the board members and asked each member to contact the businesses as assigned.

- b. Update on tram advertising sales – DDA members

Ms. Edgemon provided an updated list of signage already sold and asked board members by the next meeting to contact the businesses as assigned if they would like to keep their tram signage.

- c. Update on form-based codes and Gen. Courtney Hodges Boulevard in DDA district

Ms. Edgemon advised the recommendation for removal was given by the Planning Commission and would be decided by Council on May 3, as would the form-based codes.

- d. Adopt policies and procedures

Ms. Edgemon provided the copy from previous discussions and said the policies and procedures are similar to those of Main Street and will be a supplement to the by-laws. Director Hillis motioned to accept as presented; Director Burnham seconded; all in favor and was unanimously approved.

5. New Business

- a. Approve March 22, 2016, meeting and April 12, 2016, work session minutes

Director Jones motioned to approve both as submitted; Director Hillis seconded; all in favor and was unanimously approved.

- b. Approve March 2016 financials

Director Hillis reviewed and requested staff to inquire on the restricted funds balance and the potential for use by the board. Director Lumpkin motioned to approve the financials as submitted; Director Jones seconded; all in favor and was unanimously approved.

- c. Discuss DDA and BOOST logo and new brand

Ms. Edgemon provided several examples with the board choosing one for stationery, etc.

- d. Discuss approval for DCA Design Studio to provide conceptual sketches of Jaycees property

Ms. Edgemon advised Carmine Fischetti would be in town on April 28. He would be taken to see the Jaycees property and asked to submit renderings for potential uses for the property. Ms. Edgemon requested authorization to proceed with an estimated cost of \$750-\$1,000; discussion ensued on potential uses for the property. Discussion included consideration that the existing building not be demolished if a tenant or developer would be interested in using the building. Director Hillis motioned to authorize payment for design renderings on the Jaycees property; Director Burnham seconded; all in favor and was unanimously approved.

- e. Review proposed FY17 budget

Ms. Edgemon provided the proposed budget and would advise when the public hearing dates had been set.

- f. Set date for FY17 budget hearing

Ms. Edgemon advised this was a reminder as the board would have to hold their own public hearing for the budget; date to be determined.

- g. Discuss mock redevelopment training project – Mr. Smith advised he was presented a concept from Director Aydelott and would like to table until he is present; the board concurred.

6. 2016 Work Plan review / Perry Downtown Development Plan (PDDP)

Ms. Edgemon reviewed the current work plan. Mr. Smith advised the PDDP had been updated to include the feedback provided, and he would like to proceed with the next steps in implementing to include the required public hearings and public input sessions with the final adoption anticipated for June 7 by Council; the board concurred to proceed as required.

7. Chairman Items

- a. Discuss strategies for alley donations, blighted properties and redeveloping Jaycees property

It was noted the Jaycees property had already been discussed. Director Jones advised he had spoken with Eugene Graham on his downtown property and advised the selling cost and conditions for sale. The alleyway donations were discussed; additional information was requested from staff.

8. Main Street Coordinator's Report

- a. Announce Carmine Fischetti to visit downtown Perry on Thursday, April 28

b. Report on downtown cleanup day on Saturday, April 23 – Ms. Edgemon advised the cleanup was a success, and additional dates later in the year will be scheduled.

9. Update on Main Street Board Advisory Board

10. Certificates of Appropriateness issued - Report was reviewed.

11. Adjourn- There being no further business to come before the board, the meeting was adjourned at 6:26 p.m.