

Perry Downtown Development Authority
Minutes – May 24, 2016

1. Call to Order: Chairman Fountain called the meeting to order at 5:06 p.m.

Present: Chairman Bryan Fountain; Directors Brian Burnham, Kelly Hillis, and Steve Aydelott were present.

Absent: Directors Carl Lumpkin and Tish Hayward

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

2. Invocation – was given by Director Burnham

3. Guests/Speakers – Ms. Terre Walker

4. Old Business

- a. Update on adoption of form-based codes.

Ms. Edgemon advised the form based codes ordinance had been adopted by Council.

- b. Update on removal of Courtney Hodges Boulevard from downtown district.

Ms. Edgemon advised the recommendation for removal was given by the Planning Commission and adopted by Council. A short discussion regarding what this would mean for the future of businesses along Courtney Hodges. Members were advised that plans are already underway for landscaping, current businesses would be grandfathered and irrigation in the Department of Transportation (DOT) rights-of-way is not allowed per the DOT.

- c. Update on alley project.

The Authority would like to move forward with the alley project, which involves about 44 properties, but felt it was a good idea to have a work session meeting with Council to determine a strategy and a master plan. Ms. Edgemon will coordinate with staff for a meeting date.

- d. Discuss plans for Jaycees property.

After some discussion of possible uses, the Authority added this item to the agenda in meeting with City Council.

5. Public Hearing on FY 17 budget

Chairman Fountain explained the purpose of the hearing was to allow the public to comment on the proposed budget for FY17.

Chairman Fountain opened the Public Hearing at 5:29 pm.

No one spoke for or against the proposed budget.

The Public Hearing regarding the FY17 budget was closed at 5:34 p.m.

6. New Business

a. April 24, 2016 minutes

Director Hillis moved to approve the April 24, 2016 minutes as submitted; Director Burnham seconded the motion, and it carried unanimously.

b. April 2016 Financials

After review by the Director Hillis, Director Aydelott moved to approve the financial statement as submitted; Director Burnham seconded, and the motion carried unanimously.

c. BOOST application window and available funding

Ms. Edgemon advised the Authority has \$2,500 available and inquired when the next round should be opened, the application criteria, the timeframe for applying, the maximum amount of funding and then review applications. The timeframe will be June 1-30th, review in early part of July, and then presentation to the awardees.

Other items: Homework was assigned for Directors to contact businesses on the list. Updates were provided. Director Aydelott asked about an auto-pay online. Currently BOOSTers must pay by check. It was felt this could be a good avenue to pursue.

d. "Little things" to improve the appearance downtown

Ms. Edgemon and Mr. Smith provided examples of items the staff/public can do to improve the looks downtown or anywhere in Perry (i.e. crooked sign, trash in a flower bed, etc.) using a special application or using your phone to take a picture and send to the appropriate department (i.e. public works). The City has the capacity to do these items, but it must be notified.

e. Future improvement recommendations

Lighting along the 900 block of Carroll was discussed and how it can be improved. A survey is being conducted, a replacement tree plan is in the works and up-lighting the trees could help make the downtown area even more attractive. Signage could also be used as a photo op (post-card type sign).

f. Mock redevelopment training project – Robert Smith and Steve Aydelott

Director Aydelott and Mr. Smith discussed having Mr. Dan McRae, an attorney specializing in assisting DDAs, attend a meeting to provide the rest of the directors with ideas that could be used locally. Director Aydelott will e-mail a link for the power point presentation; after reviewing, other members will send suggestions on the issues they would like addressed by Mr. McRae that would pertain to this city.

7. 2016 Work Plan review/Perry Downtown Development Plan

- a. Approve CY-FY2017 work plan.

Ms. Edgemon advised that the Authority has not formally approved the work plan. Director Hillis moved to approve the CY-FY2017 work plan of the Downtown Development Authority; Director Burnham seconded and it carried unanimously.

8. Chairman items: None

9. Main Street Coordinator's Report.

Ms. Edgemon provided data on her activities for the month of April.

10. Update on Main Street Advisory Board

Information on projects in other cities was reviewed and how similar projects can be economically viable for Perry. Several properties and the possibilities for usage were discussed. Advertising space for signage on the trams is being conducted. The price is reasonable and prior sponsors, who have existing signage, are being contacted. New sponsors would be responsible for the cost of a sign in addition to the charge for the advertising space.

The Authority was advised the monies in the restricted account can be used for any capital improvement project as long as it is approved by Council.

11. Certificates of Appropriateness issued – report was reviewed.

12. Adjourn- There being no further business to come before the board, the meeting was adjourned at 6:41 p.m.