

Perry Downtown Development Authority
Minutes - September 27 2016

1. Call to Order: Chairman Fountain called the meeting to order at 5:12 p.m.

Roll: Chairman Fountain; Directors Burnham, Ford, Hillis, Lumpkin and Jones were present. Director Aydelott was absent.

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

2. Invocation: was given by Director Burnham
3. Guests/Speakers : None

Chairman Fountain called for a motion to amend the agenda for review of the annual audit request. Director Hillis motioned to amend the agenda as requested; Director Jones seconded; all in favor and was unanimously approved.

Ms. Edgemon provided and reviewed with the board the annual audit proposal for the authority and requested approval to proceed. Director Hillis motioned to approve the audit proposal for Mauldin & Jenkins as submitted; Director Jones seconded; all in favor and was unanimously approved.

4. Old Business
 - a. DDA Project Plan Memo from City Manager Gilmour

Ms. Edgemon asked the board for input on the questions as submitted from the City Manager. Discussion and responses were provided and will be submitted to the City Manager.

- b. Discuss alley beautification designs

Director Jones reviewed with the board the proposed plats for the alleyway easements. Discussion ensued on the plats and how the configuration was obtained. The board discussed the approach to the property owners and agreed the next step would be to meet with the City Attorney to begin the process of the necessary legal paperwork and the verbiage for the easements to be presented to property owners. Ms. Edgemon was requested to schedule an appointment with the City Attorney.

- c. Discuss Perry Downtown Marketing and Promotion Plan

Ms. Edgemon reviewed the plan that details the functions of the Main Street Promotion Committee and the DDA so there is no confusion and each entity has a clear understanding of each of the entities' functions. She explained that the projects in the second section under specific tasks are examples, can change and were taken from the entities' work plans.

Director Hillis motioned to accept the Perry Downtown Marketing and Promotion Plan as submitted; Director Burnham seconded; all in favor and was unanimously approved.

5. New Business
 - a. Approve August 23, 2016, minutes

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

- b. Approve August 2016 financials

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

6. 2016 Work Plan review
7. Chairman Items – none
8. Main Street Coordinator’s Report – Ms. Edgemon reviewed the report
9. Update on Main Street Board Advisory Board (MSAB) – Ms. Edgemon advised Perry MSAB had been selected to do a webinar on the work plan development and annual accreditation documentation process for the Department of Community Affairs to share with Main Street programs across Georgia.

Ms. Edgemon advised that the Perry Lions Club and MSAB cleanup on Gen. Courtney Hodges Boulevard on Saturday, October 1.
10. Certificates of Appropriateness issued – Report was reviewed.
11. Adjourn – There being no further business, the meeting was adjourned at 6:08 p.m.