

**Athens Downtown Development Authority
Board of Directors Meeting
Tuesday, June 12, 2018, 3:00PM
ADDA Office
250 W. Broad Street
Suite 108**

REGULAR BOARD MEETING

MEMBERS PRESENT: Linda Ford, David Lynn, Katrina Evans, Pete Dugas, Shayne Jordan, Mike Hamby, Chuck Toney, Jennifer Zwirn

OTHERS PRESENT: Christi Christian, Elise LeQuire, Jeremiah Cook, Greg Sowell, Russell Edwards, Emily Patuek

1. Approval of Minutes – Mike Hamby motioned and was seconded by Chuck Toney to approve the minutes from the May 8, 2018, regular meeting. Motion carried.
2. Public Input- Russell Edwards again requested auto-draft payments be made available to monthly parking customers. Linda Ford updated the Board that the ACC Finance Department has recently begun to accept auto-draft payments from the water department, so this can possibly be applied to parking as well.
3. Community Reports

CVB- Jeremiah Cook updated the Board on the busy conference season. The Methodist Conference is in town. The Georgia Association of School Nurses will be in Athens June 17-22 and will bring about 700 visitors. The L4GA Reading Grant kick-off from the State Department of Education will be in Athens June 21-22. The US Chamber Southeast Institute will be at the Georgia Center June 24-28, and that conference will host about 200 people.

Chamber- Chuck Toney spoke about the narrowing search for the new Chamber President. The first round of interviews has been held, and the second round will be in the next two weeks.

DABA- Gift Certificates are now being sold and redeemed at the Chamber, according to the DABA President, Jennifer Zwirn.
4. Directors' Report

Planning and Outreach

A. **TSPLOST Update** – The project will begin on June 18th with the pre-dig in the form of an exploratory trench along Clayton Street to locate and mark the existing utilities. The pre-dig will begin on the south side of Clayton Street between Lumpkin Street and College Square. The crews will take up to fifteen parking spaces as the trenches are dug, working in half-block increments. A few trees will have to be removed during this phase. During the user-group meeting in April, ADDA directors stressed to ACC staff the importance of streetscape and public input. Jeff Montgomery assured the directors that visual preference surveys would be developed.

- B. **Formalize ADDA Approach to Clayton Street and Other Downtown Improvements** – At the April user group meeting, the ADDA directors were mentioned by ACC staff for giving input and suggestions for the Clayton Street project regarding parking spaces, timeline, and public input surveys. This was interpreted by some as an endorsement for the entire project, which was unintended. To prevent future confusion, going forward, the ADDA Board will use proactive communication in the form of formal letters to the Mayor and Commission expressing their goals, recommendations, and position statements on upcoming projects, and also request feedback. Surveys will also be used to get measurable feedback.
- C. **Georgia Cities Foundation Loan to Cine - Update** – Cine has been approved for the full \$250,000 loan from Georgia Cities Foundation. Cine has reached their goal of raising \$100,000 needed to secure the loan and will receive the loan from First American to purchase the Cine building.

Business Services

- D. **Special Event Contract Renewal with Frank Pittman** – Last year's contract with Frank Pitman is up for renewal. The only change made to the contract is the possibility of losing lot two at some point this year due to construction. Mike Hamby moved to renew the special event parking contract with Frank Pittman. Pete Dugas seconded the motion. Motion carried.
 - E. **ADDA Budget** – A couple of changes were made to the FY18-19 budget. \$8,000 was added to the website budget as requested by the Board. The Mayor and Commission increased the parking fines for over-the-limit parking from \$15 to \$25, and the expired meter fine from \$10 to \$20. The majority of the increased revenue will go into the programming budget for additional available grant money. Pete Dugas motioned to approve the budget with the specific plan for use of the additional general programming budget in place and approved by the Board by October 31, 2018. Mike Hamby seconded the motion and the motion carried.
 - F. **DAPS Parking Inventory** – With the loss of Lot 2 and the loss of spaces due to the Clayton Street project, 176 parking spaces will be lost downtown within the next two years. Several recent requests for parking from businesses and individual monthly parking have gone unfilled. Most of the lost Lot 2 parking can be accommodated elsewhere. Efforts will continue to encourage downtown employees to park in the decks to free up the street parking for customers. The North Thomas deck will no longer be open for public parking on UGA game days, which will increase demand for parking downtown. The Board asked a few questions and expressed concern that there will not be enough parking at the new Creative Campus.
- 5. Unfinished Business – None
 - 6. New Business – SPLOST recommendations should be proposed and ready to present to a citizens group by September. ADDA should look into costs for activating the alleys. Katrina Evans would like an update from Solid Waste on the

proposed locations of the eco-stations so the ADDA can discuss their support of the project.

7. Financial Report – The Board was given expense and revenue reports for ADDA and DAPS. The Mayor and Commission set the parking budget to reach \$3.8 million in revenue this fiscal year, but the actual revenue will be closer to \$3.6 million.
8. Suggested topics for next month’s meeting – Eco-stations, Programming fund allocation, ADDA Board Retreat planning
9. Executive Session – None
10. Adjournment – Chuck Toney motioned to adjourn the meeting at 4:22 PM, seconded by Mike Hamby, and the meeting was adjourned.

Shayne Jordan, Vice Board Chair
Services

Linda Ford, Director of Business

David Lynn, Director of Planning and Outreach