

**Athens Downtown Development Authority
Board of Directors Meeting
Tuesday, December 12, 2017, 3:00PM
ADDA Office
250 W. Broad Street
Suite 108**

REGULAR BOARD MEETING

MEMBERS PRESENT: Linda Ford, David Lynn, Mayor Denson, Lori Paluck, Katrina Evans, Shayne Jordan, Richie Knight, Pete Dugas, Mike Hamby, Shawn Butcher.

OTHERS PRESENT: Chuck Horton, Christi Christian, Elise LeQuire, Jeremiah Cook, Jim Warnes, Blake Aued, Philip Verrastro.

1. Approval of Minutes – Shayne Jordan motioned and was seconded by Katrina Evans to approve the minutes from the November 14, 2017, regular meeting. Motion carried.
2. Public Input- none
3. Community Reports

CVB- Jeremiah Cook reported on last week's visit by the resource team. The Classic Center is hosting Christmas on Ice this Thursday through Saturday, and the Nutcracker will be December 22-23.

Chamber- Richie Knight gave the Chamber update. Doc Eldridge is retiring from the Chamber, and the search has begun for a new director.

DABA- DABA is meeting with Doc at the Chamber on December 13th to discuss the gift certificate transition. DABA is considering hosting a merchant input meeting in January regarding the streetscape project.
4. Directors' Report
Planning and Outreach
 - A. TSPLOST Update - David Lynn presented a Clayton Street TSPLOST Update to the Board. The user group will recommend a two-lane, one-way street configuration with 45-degree diagonal parking. This configuration will allow for additional sidewalk width of 3½ feet. This addition would result in the sidewalks expanding from 11 feet to 14½ feet in width. David Lynn also updated the Board on the project timeline and advised that ADDA staff is working with ACC staff to accelerate the timeline.
 - B. CEP Application: "Sitting with the Elders"- David Lynn presented two applications to the Board for CEP funding: a request from Broderick Flanagan for \$1500 for a book event at the Morton Theater to commemorate African-

American history in Athens; and, a request for \$1000 from the Athens Anti-Discrimination Movement to fund a MLK Jr. Day parade and celebration in downtown Athens. Mike Hamby motioned to approve both requests and was seconded by Richie Knight. Motion carried.

- C. ADDA Attorney – Jim Warnes is retiring after many years as the ADDA attorney. Greg Sowell will be stepping in to take his place beginning in January 2018. A motion was made by Mike Hamby and seconded by Mayor Denson to accept Greg Sowell as the new ADDA attorney. Motion carried. Jim Warnes was presented with a framed Jamie Calkin print to commemorate his time on the Board.

Business Services

- D. 2018 ADDA Holiday Schedule – The Board was given a proposed holiday schedule for ADDA and DAPS employees. Mike Hamby motioned to accept the proposed 2018 ADDA Holiday Schedule. Katrina Evans seconded the motion, and the motion carried.
- E. 2018 ADDA Meeting Schedule – The Board was given the proposed ADDA Meeting Schedule for 2018. All meetings will be held on the second Tuesday of each month. Mayor Denson motioned to accept the proposed 2018 ADDA Meeting Schedule. Mike Hamby seconded the motion and the motion carried.
- F. Downtown Gift Certificate Program – The ADDA will no longer manage the DABA Downtown Gift Certificate Program. A discussion was held to determine when the transition of management duties from ADDA to the yet-to-be-determined successor will take place. Mayor Denson motioned that the ADDA will continue to sell the gift certificates through the first two weeks of January as a grace period, and will continue to redeem the gift certificates through March 31, 2018. Richie Knight seconded the motion, and the motion carried.
- G. DAPS Proposed FY19 Budget – The Board was given a copy of the FY19 proposed parking budget. The major changes were explained. Since surface lot 2 is projected to be developed, parking revenue will go down by \$45,000. DAPS also anticipates a loss of income in metered parking as the streetscape project commences. Budget increases can be found in the credit card fees, bank fees, security costs, and the meter repairs on the aging meters. ADDA anticipated receiving a management fee of \$282,000. Mike Hamby motioned to approve the proposed FY19 Parking Budget. Richie Knight seconded the motion, and the motion carried.

5. Unfinished Business - None

6. New Business – None

7. Financial Report – The Board was given expense and revenue reports for ADDA and DAPS.

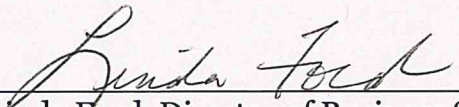
8. Suggested topics for next month's meeting – TSPLOST Updates

9. Executive Session - None

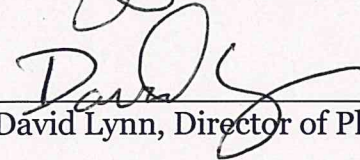
10. Adjournment – Richie Knight motioned to adjourn and was seconded by Shayne Jordan. The Board adjourned at 3:52.



Lori Paluck, Board Chair



Linda Ford, Director of Business Services



David Lynn, Director of Planning and Outreach

