

**Athens Downtown Development Authority
Board of Directors Meeting
Thursday, April 11, 2019, 2:00 PM
ADDA Office
250 W. Broad Street, Suite 108
Athens, Georgia**

REGULAR BOARD MEETING

MEMBERS PRESENT: Linda Ford, David Lynn, Mayor Girtz, Katrina Evans, Jason Leonard, Mike Hamby, Drew Dekle, Jennifer Zwirn.

OTHERS PRESENT: Greg Sowell, Christi Christian, Elise LeQuire, Chuck Horton, Jeremiah Cook, Tiffany Rainey, Jonathan Wallace, Michael Rupersburg, Kevin Elwell, Jared Bybee.

1. Approval of Minutes – Jason Leonard motioned and was seconded by Drew Dekle to approve the minutes from the February 14, 2019, regular meeting. Motion carried.
2. Public Input- Michael Rupersburg, a downtown Athens lawyer, spoke out against the possibility of the courthouse moving out of downtown. Many downtown lawyers share this opinion, including Kevin Elwell, who also cited Jackson County as an example of a courthouse that was moved to a non-central location creating a negative impact on the downtown area.
3. Community Reports-
CVB- The next month will be very busy. G-Day is April 20th followed by Twilight on the 27th. April 30-May 5, the Southeast Regional Valet Association will be in town, followed by the GATO (Georgia Tax Officials) conference which will bring in 1000 visitors. UGA graduation is May 10th.
The Chamber of Commerce- no update
DABA- Devin Clower is closing Frontier, and DABA will be looking for someone to replace her on their Board.
4. Directors' Report
Planning and Outreach
 - A. **Façade Grant Application - Jared Bybee for 236 W. Clayton St. –** Jared Bybee purchased the old Chick Piano building and has applied for a \$10,000 façade grant for the renovation. The Façade Grant Committee approved the application with only the reservations about painting the existing brick. Mr. Bybee's application is complete and includes all required quotes for the painting and glass replacement. Mayor Girtz motioned to approve the grant request and was seconded by Jason Leonard. Motion Carried.
 - B. **Community Enhancement Program (CEP) -** The deadline to apply for FY19-20 CEP funds was February 28, 2019. The ADDA received 22 applications requesting a total of \$128,298, more than twice the CEP budget of \$60,000 we

receive from hotel/motel tax. The demand for quality events downtown has increased. Funds will no longer be held back to cover the costs of utilities which will now be covered by the ADDA. All \$60,000 will go to the events. A few new events have applied this year as well as the usual events. Mayor Girtz motioned to table the vote to give more time to consider the allocation amounts and to revisit the \$60,000 cap on hotel/motel funds for the project. Jason Leonard seconded the motion, and the motion carried.

- C. **Façade Grant - Policy Update** - During the discussion about the Tweed Recording grant application at the January meeting, there was discussion about the requirement to present two quotes for line items over \$500. ADDA staff recommends raising the amount that requires two quotes to \$2500 to reduce the burden on the applicants. There was further discussion to making additional clarifications to this rule. Mayor Girtz motioned to raise the two quote requirement threshold to \$2500, and was seconded by Drew Dekle. Motion carried.
- D. **Reach Grant - Policy Update** - As with the Façade Grant, the Reach Grant had the \$500, two-quote requirement which staff recommends changing to \$2500. Drew Dekle motioned to raise the two-quote requirement threshold to \$2500, and was seconded by Jason Leonard. Motion carried.
- E. **Bollard Installation Update** - ADDA Directors met with the Public Works Director and the Traffic Engineer about the installation of bollards in all of the festival areas. They liked the idea and asked for more specific locations where the bollards could be placed. The downtown police precinct is also in favor of the use of bollards which can save manpower at events. The bollards can be installed during the road construction process. Each bollard costs around \$700 plus the cost of installation. The preferred style would lie flush in the street and can be raised into position using a key. The bollards are not crash rated and should not be relied upon to stop a moving vehicle. The Board was given a map of proposed locations.
- F. **SPLOST 2020 Update** - The College Ave./Washington St. improvement project was not recommended by the Citizens' Advisory Committee for SPLOST 2020, but there was a lot of good discussion about the project, and it is well-positioned for a future TSPLOST project. The Citizens' Advisory Committee is expected to make their final recommendations in May to be voted on by the Mayor and Commission in August. Jason Leonard reiterated that many downtown business owners and patrons do not want the courthouse moved from the downtown location.

Business Services

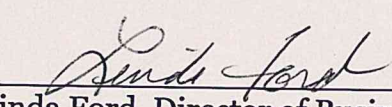
- G. **Four Athens renewal**- Tiffany Rainey and Jonathan Wallace attended the meeting representing Four Athens. The current MOU and rent subsidy agreement has been in place since 2017 and is up for a six-month renewal. Four Athens is in talks with Athens Made about a merger of their organizations. If this happens, an announcement will be made in the next few weeks, but the merger will not affect the current lease or location of Four Athens until at least

- the end of the year. Mike Hamby motioned to renew the MOU for rent subsidy for another six months and was seconded by Drew Dekle. Motion carried.
- H. **Special Event Parking Contract-** Frank Pittman, with Park Here Athens, manages our three surface lots for game day parking. His contract is up for a one-year renewal. Last year, we earned \$24,000 in revenue from the lots. Mike Hamby motioned to renew the special event parking contract with Frank Pittman for one year and was seconded by Drew Dekle. Motion carried.
- I. **Downtown Valet Parking Proposal-** Park Inc. manages valet parking operations in Chapel Hill, NC and Auburn, AL. These locations provide the parking for free funded by the downtown authorities. Georgia gratuity laws prevent our authority from providing free parking, but we do have parking incentives in the decks which can make valet parking possible for a cost. If the ADDA manages the program, it would have to be made available to the entire downtown tax boundary, which would be difficult to manage and too expensive. The proposal from Park Inc. includes ten restaurants concentrated in one area of town which would cost about \$3800 per month to operate. The participating restaurants would pay the costs of their patrons' valet parking. Because the ADDA cannot legally offer the service to only ten restaurants, it was suggested that ADDA foster a new restaurant organization, similar to DABA, which could manage this program. Next steps are to gauge interest among the restaurant owners and consult with the ADDA attorney to make sure the process is done legally.
- J. **MotionLoft Pedestrian Sensor Proposal** – MotionLoft is a company out of San Francisco that has installed pedestrian sensors in about 130 cities nationwide. Originally, sensors were considered for Clayton Street, but since the construction has been delayed, the two intersections recommended for the first two sensors are Broad Street at College Avenue, across from the Arch, and Thomas Street at Washington Street, across from the Classic Center. The Public Works department and Traffic Engineering are also very interested in obtaining this data. The sensors would count pedestrians, cars and bicycles. The cost for those two intersections is \$14,000 for the first year and \$7,000 for the second year. Drew Dekle motioned to approve the proposal with an exit clause for non-performance with 30-day notice. Mike Hamby seconded the motion, and the motion carried.
- K. **Parking Deck Access and Revenue Control System Replacement** - The gates, pay stations, and management software in the decks are outdated. 3M, who made the equipment, is no longer in the parking business, so parts are hard to find for repairs. The county replaced the same equipment in the courthouse deck last year, so ADDA is working with them to do the same for our two decks. There is a capital fund for the decks that has \$338,000 in it which is more than enough to purchase the new hardware and software, but some of the costs could be paid from parking revenue. We are unsure if the purchase would need to go out for a bid since the county just purchased deck equipment, and it would make sense to have the same equipment in all of the decks. Mayor Girtz motioned to identify funding sources to replace the deck equipment and was seconded by Drew Dekle. Motion carried.

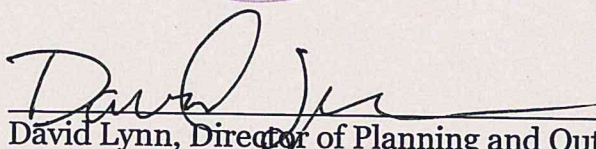
- L. Culinary Kitchen of Athens Request, Rent Subsidy for Shared Kitchen Space** – Rashe Malcolm has been working with ADDA and 909 Broad Street on renting shared kitchen space for her Culinary Kitchen project. The landlord is very interested in leasing the space as a way to give back to the community. ADDA staff recommends entering into a lease subsidy agreement MOU for six months with Culinary Kitchen of Athens for \$1000 per month, or other agreed upon amount, to help Rashe get the lease implemented. Rashe plans to limit the number of vendors using the shared space to ten. They will all pay to share the space for a specified number of hours per month. Mike Hamby motioned for staff to create a MOU for a rent subsidy agreement for Culinary Kitchen of Athens. He was seconded by Drew Dekle, and the motion carried.
5. Unfinished Business- Greg Sowell spoke about the bollards and recommended that they not replace police presence.
 6. New Business- A Façade Grant application was received today to replace a plate glass window at Heery's that was damaged in a late-night brawl on Clayton Street. Two quotes were submitted for the glass. Due to the emergency status of the application, the Façade Grant Committee has not vetted the application. Mike Hamby motioned to approve the Façade Grant Application for \$839 to replace the glass window. Drew Dekle seconded the motion, and the motion carried.
 7. Financial Report- This was the first month this fiscal year that we did not beat last year's numbers, but we are still ahead of last year and on target to meet our financial target.
 8. Suggested agenda topics for following month's meeting – none
 9. Executive session- none
 10. Adjourn- Katrina Evans motioned to adjourn the meeting and was seconded by Drew Dekle. Motion carried. Meeting adjourned at 3:16.



Katrina Evans, Vice Board Chair



Linda Ford, Director of Business Services



David Lynn, Director of Planning and Outreach