

Athens Downtown Development Authority

Board of Directors Meeting

Thursday, January 11, 2024

2:00pm – 4:00 pm

Gameday Conference Room (second floor)

REGULAR MEETING AGENDA

MEMBERS PRESENT: Jason Leonard, Kelly Girtz, Jeff Bishop, Mike Hamby, David Lynn, and Linda Ford

OTHERS PRESENT: Greg Sowell, Michelle Nguyen, and Allison Wright

1. Approval of Minutes - Mike Hamby motioned to approve the minutes from the December 2023 Board Meeting and Kelly Girtz seconded. Motion passed.

2. Public Input – none

3. Community Reports

- **CVB** - none
- **Chamber** – none
- **DABA** – none

4. Directors' Report

Planning and Outreach

- A. **Downtown Cameras** – David Lynn gave an update on the downtown surveillance cameras. Lt. Bassinger said that most of the cameras need a server update, and that process has been started. David Lynn relayed that ADDA would be happy to help with the upgrades if needed.
- B. **Parking Management Agreement** – David Lynn provided the board with a draft letter to the Athens-Clarke County Mayor, Commission, and Manager, requesting a change in the Parking Management Agreement (PMA). The PMA determines how parking revenue is divided between ACC and the ADDA. Currently the PMA is divided between the two entities in an 80-20 split. Last meeting, the board requested that the directors compose a letter requesting

the PMA to be adjusted to finance downtown improvements, such as the College Square redevelopment and revitalization of Washington Street.

- C. **Ambassador Program** – Michelle Nguyen from the Visitors Center answered some questions the board had about the Ambassador Program budget and MOU. Kelly Girtz would like to see the facilities expense absorbed by using the ADDA office or the Welcome Center. He would also like to see the staffing changed to one lead ambassador and two staff ambassadors. The board asked that the Welcome Center, CVB, and ADDA staff have more discussion and report back at the board retreat on February 9, 2024.

Business Services

- D. **ADDA 2024 Holiday Schedule** – Linda Ford provided a list of paid holidays for 2024 which also mirrors that of Athens-Clarke County. The holidays are New Years Day, Martin Luther King Day, Earth Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous Peoples Day, Veterans Day, Thanksgiving (Thursday/Friday), Christmas Eve, and Christmas Day. Kelly Girtz made a motion to approve paid holidays for 2024 and Mike Hamby seconded. Motioned approved.

- E. **Upcoming dates: Main Street GEMS Assessment, ADDA Retreat** – On January 29, 2024, the ADDA will have their Main Street GEMS Assessment. The directors will give a presentation starting at 9am at the Lyndon House. This will be followed by a tour around downtown to show off many of the projects that have been completed over the last three years.

On February 9, 2024, the ADDA will have a board retreat starting at 8:30am at Gyro Wrap. A light breakfast and lunch will be provided. The Carl Vinson Institute of Government will facilitate.

- F. **Georgia Association of Museums Award** – In August of 2021 the ADDA received an AARP Community Challenge Grant to plan and implement the first segment of the Athens African American Heritage Pathway. The ADDA worked with the Lyndon House, the Morton Theatre, and Historic Athens to redesign a couple rooms for an African American Culture and Heritage library, and a Civic-Cultural room at the Ware-Lyndon House. The Georgia Association of Museums (GAM) notified the ADDA and Lyndon House that they have been selected as the recipient of the 2024 Special Project- Category #2 award for “Resilient Civic and Musical Life: Ware-Lyndon House Enslaved and Descendant Stories.” The award will be presented during the awards

luncheon on Friday, January 19, in the Foundry Ballroom at the Graduate Athens Hotel.

5. Financial Report – Linda Ford gave the financial report noting that Downtown Parking revenue is up over \$40K from December 2022.

6. Old Business - Greg Sowell presented the board with a draft agreement with Kirby Glaze for the development project at 295 Dougherty Street for their review. The board decided that more discussion is needed and will be added to the board retreat agenda.

7. Suggest agenda topics for following month's meeting – getting a loan for the College Ave redesign, off-duty police officer for security downtown, contract with Kirby Glaze/4PM, bus kiosk for Ambassadors, and a music series.

8. Adjourn – Jason Leonard adjourned the meeting at 3:21pm.

Next meeting will be during the board retreat on Friday, February 9, 2024, at Gyro Wrap on College Square.

Jason Leonard, Board Chair

Linda Ford, Director of Business Services

David Lynn, Director of Planning and Outreach