MEETING MINUTES

City of Newnan
Downtown Development Authority
Wednesday, October 13th, 2021
8:00 am – Newnan City Hall
25 Lagrange Street- Council Chamber Room

Members Present: Keith Brady, Ray Dubose, Brant Frost, Martha Ann Parks, Jim Thomasson, Graylin Ward
Members Absent: Casey Smith
Staff Present: Abigail Strickland, Jesse Branch

The meeting was called to order at 8:00am.

The previous meeting minutes were reviewed by the Authority. Jim Thomasson made a motion to accept the meeting minutes from the previous meeting as presented to the Authority. Martha Ann Parks seconded the motion. The motion carried.

Abigail Strickland presented the Financial Report to the Authority, noting the following account balances:

a. **BOZ Primary: $35,272.30**
b. **BOZ MMI: $108,814.68**
c. **YTD Income: $64,315.76**
d. **YTD Expense: $46,961.32**
    - **Net Income: $17,354.44**

Abigail Strickland noted that $6,800 was raised for the Boys & Girls Club from the Sunrise on the Square Road Race proceeds, which is an increase from last year.

Abigail Strickland updated the Authority on the Downtown Design Guidelines Proposals, which is in continuation from the last meeting. After the last meeting, the Authority received copies of similar projects from other communities from all three companies that submitted for the Downtown Design Guidelines RFQ: Lord, Aeck, & Sargent; TSW; and WLA Studio. Staff recommended the Authority consider hiring TSW to complete the Downtown Design Guidelines, which includes a project cost of $32,500 and a 6-month project timeline. Jim Thomasson made a motion to hire TSW to complete the Downtown Design Guidelines project. Keith Brady seconded the motion. The motion carried.

Abigail Strickland presented the 2022 Event Schedule to the Authority. Abigail Strickland noted that the Authority may have to look at revamping the Taste of Newnan event in the spring due to restaurant staff shortages, and proposed a new "Restaurant Week" event to take its place in order to promote the restaurants in the downtown district. Abigail Strickland also noted that the Farm to Main Street Farmer's Market did not receive much engagement this year, and that the Authority may want to look at canceling this event in the summer if it is not desired by the

community. Keith Brady mentioned that the Oktoberfest event fell on the Newnan High School's Homecoming game this year, and that the football schedule should be taken into consideration for next year's event schedule. Keith Brady also mentioned that the Authority may want to look at doing an event for the anniversary of the F4 Tornado, such as a 5K or similar. Ray Dubose stated that the schedule should be approved at the next meeting.

Abigail Strickland presented the 2022 Budget to the Authority. There are minimal changes, if any, to the budget. Ray Dubose stated that the budget should be approved at the next meeting.

Abigail Strickland mentioned that the Authority needs to select a Nominating Committee. Keith Brady and Jim Thomasson volunteered to be on the Nominating Committee. The Nominating Committee must make their selections for Authority positions by the next meeting.

Abigail Strickland updated the Authority on the Volunteer Dinner, which is to be held on Thursday, October 28th. Authority members that are interested in attending must RSVP by Friday, October 15th in order to attend.

Jesse Branch updated the Authority on Upcoming Events including the Spirits & Spice Festival on October 23rd from 2pm-7pm, November Market Day on November 6th from 10am-2pm, the Holiday Sip & See on November 19th from 5pm-9pm, Plaid Friday all day and Santa on the Square from 6pm-8pm on November 26th, Small Business Saturday on November 27th, and December Market Day on December 4th from 10am-2pm. These are all of the remaining events in 2021.

The meeting was adjourned at 8:23am.

Next Meeting:
Wednesday, November 10th, 2021
8:00 am – Newnan City Hall
25 Lagrange Street- Council Chamber Room