

Meeting Minutes

City of Newnan

Downtown Development Authority

Wednesday, October 10, 2018

8:00 am – Newnan City Hall, 25 Lagrange Street

Members Present: Ray Dubose, Casey Smith, Martha Ann Parks, Jim Thomasson, Brant Frost

Staff Present: Courtney Harcourt, Abigail Strickland

1. The meeting was called to order at 8:03am.
2. The Authority reviewed the previous meeting minutes. Ray Dubose made a motion to approve the previous meeting minutes. Jim Thomasson seconded the motion. The motion carried.
3. Courtney Harcourt reported the following account balances:
 - a. BOZ Primary Checking: \$26,602.43
 - b. MMI: \$100, 1123.66
 - c. BOC-UWG: \$341.49
 - d. Year-to-Date income: 1,393,646.25
 - e. Year-to-Date Expense: 1,343,257.47
4. The Authority reviewed the progress of existing downtown projects.

Courtney Harcourt noted that the fall Share with Care banners are on display throughout the downtown district. Harcourt also noted that the art projects for Wadsworth Alley are ongoing, and will be in progress until March 2019, where projects should be complete by the date of the Spring Art Walk.

The Authority reviewed the Sunrise on the Square Road Race results. Abigail Strickland provided an update regarding the Sunrise on the Square Road Race partnership. Members of the Authority reviewed the report, and agreed that the board should open opportunities for event partners to be selected through applying to co-host the Sunrise on the Square Road Race for 2019. Jim Thomasson made a motion to open a bid process for the road race partnership. Brant Frost seconded the motion. The motion carried. Staff was asked to begin preparing application packages for review. Staff was asked to ensure that the 2018 partner be included in the application process when it opens.

5. Casey Smith announced that the DDA Board Appointments would take place at the next board meeting on November 14, 2018. Smith noted that he would consult with board members to form a nominating committee, of whom would provide an update to the Authority.

Courtney Harcourt informed the Authority that the Newnan Coweta Board of Realtors had received a Smart Growth grant through the National Association of Realtors (NAR) to create a Placemaking Master Plan for the Newnan Downtown Development Authority. The grant award was specific to working with Team Better Block to complete the project. Harcourt noted that the itemized costs amounted to around \$5,980, where the Authority would be responsible for providing \$1,000. Harcourt asked the Authority to consider accepting the terms of the grant award, and to be the financial vessel to redistribute grant funding, which would require a budget amendment. Jim Thomasson made motion to accept the terms as discussed for the NAR Smart Growth grant, for the Authority to contribute \$1,000 to the project, and for the Authority to make a budget amendment that would account for the estimated \$5,980 in expenses. Brant Frost seconded the motion. The motion carried.

6. Courtney Harcourt provided an update regarding the Fall 2018 Taste of Newnan. Harcourt referenced trends for the event, as well as the results from a vendor and volunteer survey. The Authority reviewed the information, and discussed options to enhance the 2019 events, as well as options to make the event easier to manage. Staff asked the Authority to set a few general goals and guidelines for the Taste of Newnan. The Authority agreed that the event should be an inclusive family-friendly event that focused on community development. The Authority recognized that the event should be a marketing tool for local restaurants, which should be the incentive to participate. The Authority also expressed an interest in enhancing entertainment during the event to provide a more relaxed atmosphere. Staff was asked to consider the discussion, and to bring a proposal to the next meeting.

Abigail Strickland announced the upcoming events. Oktoberfest was to occur on October 19, 2018 from 5pm-8pm and tickets to the event were almost sold out. The Munchkin Masquerade was to occur on Halloween morning from 10am to 12pm.

7. The meeting was adjourned at 8:55am.

Next Meeting:
Wednesday, November 14, 2018
8:00 am – Newnan City Hall