

# MEETING MINUTES

**City of Newnan**  
**Downtown Development Authority**  
**Wednesday, August 12, 2020**  
**8:00 am – Newnan City Hall**  
**25 Lagrange Street- Council Chamber Room**

**Members Present:** Ray Dubose, Casey Smith, Jim Thomasson, Graylin Ward, Keith Brady, Martha Ann Parks

**Members Absent:** Brant Frost (excused)

**Staff Present:** Courtney Harcourt (virtually), Abigail Strickland

**Visitors Present:** Laurel Huster

The meeting was called to order at 8:03am.

The previous meeting minutes were reviewed by the Authority. Casey Smith made a motion to accept the meeting minutes from the previous meeting as presented to the Authority. Keith Brady seconded the motion. The motion carried.

Courtney Harcourt presented the Financial Report to the Authority, noting the following account balances:

- a. BOZ primary: \$21,144.42
- b. BOZ MMI: \$113,628.14
- c. YTD expense: \$16,023.08
- d. YTD income: \$7,817.95
  - i. Net income: \$-8205.13

Courtney Harcourt reminded the Authority Main Street Newnan events will be review on a monthly basis to consider whether to host the event or cancel the event. The events that will need to be decisions at this meeting are September Market Day, Fall Art Walk, and Oktoberfest. The August Market Day was successful and many of the business owners were pleased with the event. Courtney Harcourt noted that the only suggestion was to have more diversity in vendors. If September Market Day would be held similarly to August Market Day, the vendor count could increase by 2 for a total of 30. Courtney Harcourt noted that Fall Art Walk could be hosted by enforcing businesses to place their highlighted artist outside the business and also recommending masks, hand sanitizing stations and without refreshments. Oktoberfest would need an extensive volunteer team to ensure the safety of event goers during registration and at business locations. Courtney Harcourt noted that during Oktoberfest many event goers gather inside of businesses to get their tastings. It was recommended that since the currently scheduled date of Oktoberfest falls on a new event series, Forward Fridays, that we cancel Oktoberfest and add layers or features to the Forward Friday event. Jim Thomasson inquired as to if there was a safe way to host Oktoberfest has he hates to cancel the event. Courtney Harcourt reiterated that even though Oktoberfest would be cancelled that Forward Fridays would take place of the event. Casey Smith noted that Oktoberfest brings a crowd into his restaurant and agreed that Oktoberfest would be difficult to host with the current guidelines and recommendations in regards to COVID-19.

Casey Smith stated that the August Forward Friday event brought in business to his restaurant but the crowd was manageable and agreed that the Forward Friday event would be a replacement for the Oktoberfest event. Jim Thomasson made a motion to host September Market Day with the closure of North and South Court Square, Fall Art Walk, and to cancel Oktoberfest. Keith Brady seconded the motion. The motion carried.

Courtney Harcourt noted that there are no board appointments for 2020. New business agenda item banking services will be discussed during the next Authority meeting.

Graylin Ward inquired about registering for the upcoming virtual DDA Training. Courtney Harcourt asked all Authority members who are interested in the training to contact her to get registered. Courtney Harcourt noted that all members of the Authority have completed required training but this could provide a refresher for members who have served for a long period of time.

The meeting was adjourned at 8:52am.

**Next Meeting:  
Wednesday, September 9, 2020  
8:00am – Newnan City Hall**