Meeting Minutes

City of Newnan
Downtown Development Authority
Wednesday, March 13, 2019
8:00 am – Newnan City Hall

Members Present: Ray Dubose, Brant Frost, Jim Thomasson, Martha Ann Parks, Casey Smith
Staff Present: Courtney Harcourt, Abigail Strickland
Visitors Present: Winston Skinner

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

2. The previous meeting minutes were reviewed by the Authority. Casey Smith made a motion to accept the meeting minutes as presented to the Authority. Brant Frost seconded the motion. The motion carried.

3. Abigail Strickland presented the financial report and noted the following account balances:
    - BOZ Primary: $18,574.74
    - BOZ MMI: $118,570.96
    - BOC UWG: $272.61
    - YTD Income: $11,310.27
    - YTD Expense: $26,403.35

4. Courtney Harcourt provided an update regarding ongoing project updates. The Placemaking Committee decided to adopt the Wadsworth Alley project as the first Placemaking Committee project. The Placemaking committee has planned to have a workweek during Georgia Cities Week (April 22-27) and a reveal of the project in early May. Harcourt stated that more information regarding the project would be discussed during new business.

    During the February meeting, staff was asked to provide further information regarding the addition of specified properties to DDA District Boundaries. Harcourt recommended that the Authority review the DDA District Boundaries when more members of the Authority are present.

5. Courtney Harcourt announced that the Georgia Department of Economic Development had awarded the Authority with a $5,000 Tourism Product Development Grant to further develop Wadsworth Alley. The Wadsworth Alley Tourism Product Development Grant funding will cover drainage issues, rain barrels, seating, and a potential stage for the alley. Casey Smith made a motion to accept the award and match the funds up to $5,000. Jim Thomasson seconded the motion. The motion carried.

6. Abigail Strickland delivered the Managers Report and informed the Authority about upcoming events.

   The Spring Art Walk was discussed by the Authority, where Strickland reminded board members that the event is scheduled to take place on Friday, March 29th, 2019 from 5-9pm. The Authority was informed that over 35 participants had committed as business hosts, and that two high schools would be demonstrating chalk art projects on the Court House Square during the event. Staff noted that they were very pleased with current participation, which exceeded expectations. Staff noted that Northgate High School had originally volunteered to participate, but was unable to commit as a result of scheduling conflicts. Abigail Strickland specified that the Art Walk Event is scheduled to take place on the Friday that Coweta County Schools are to be released for Spring Break. Casey Smith noted that The Heritage School had expressed an interest in participating in Main Street Events, and that he would direct a school liaison to staff. Ray DuBose also recommended that staff contact Trinity Christian School for future events.

   The Market Day Event was discussed by the Authority, where Strickland reminded board members that the event series would begin as hosted on the first Saturday of the month, April through December. The opening date of the 2019 Market Day events was noted as April 6, 2019, Strickland announced that vendor placement for the Market was full. Chairman Ray DuBose asked staff to elaborate about modifications that had been made to the 2019 application process. Abigail Strickland informed the Authority that Main Street Newnan had modified the ratio of vendors types at the office to accept less annual vendors which encourages a diversity in product type present at the market.

7. The meeting was adjourned at 8:24am.

Next Meeting:
Wednesday, April 10, 2019
8:00 am – Newnan City Hall