

# **MEETING MINUTES**

**City of Newnan  
Downtown Development Authority  
Wednesday, March 8<sup>th</sup>, 2023  
8:00 am – Newnan City Hall  
25 Lagrange Street- Council Chamber Room**

**Members Present: Keith Brady, Ray Dubose, Brant Frost, Casey Smith, Jim Thomasson, Graylin Ward**

**Members Absent: Martha Ann Parks**

**Staff Present: Abigail Strickland, Jesse Branch**

**Visitors Present: Jessica Worthington, Laura Camper**

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

The previous meeting minutes were reviewed by the Authority. Ray Dubose made a motion to accept the meeting minutes from the previous meeting as presented to the Authority. Brant Frost seconded the motion. The motion carried.

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

- a. BOZ Primary: \$26,111.36**
- b. BOZ MMI: \$76,426.16**
- c. YTD Income: \$13,345.61**
- d. YTD Expense: \$11,167.54**
  - Net Income: \$2,178.07**

Abigail Strickland noted that the increase in income is from the Annual and March Market Day checks.

Abigail Strickland notified the Authority that she has received a dormancy notice for the MMI. Abigail asked the Authority to consider a transfer of funds from the Primary to the MMI account, Abigail recommended an amount of \$5,000. Ray Dubose made a motion to transfer \$5,000 from the Primary to the MMI account. Brant Frost seconded the motion. The motion carried.

Abigail Strickland presented the estimated Downtown Sanitation Program increases to the Authority based on the CPI index. Based on the index, the 2023 rates would need to increase by 7% across the board, which would generate an additional \$6,000 a year. Jim Thomasson asked staff to prepare a letter to Mayor and Council to base the Downtown Sanitation Program rates on the CPI index and allow for the adjusting of rates annually.

Abigail Strickland updated the Authority on the Wadsworth Alley. Abigail will be meeting at 3:00pm on Friday with property owners in the alley to determine what they see for the future, to obtain their feedback, etc. The City Engineer has placed a temporary fix in the alley regarding

the water erosion issues. It may be necessary to hire an outside engineer for any other plans moving forward as the City Engineer only reviews plans versus creating them.

Abigail Strickland updated the Authority on the Carnegie-Thompson Alley. Paving is complete and will be ready for foot traffic beginning on Thursday. Abigail has begun working with City Facilities on getting power to the alley for the hanging lights and the art light boxes.

Abigail Strickland asked Keith Brady to provide an update on the 57 E. Broad project. Keith Brady noted that they heard from Sagestone at a presentation to Mayor and Council on February 22<sup>nd</sup>. Keith asked staff to send out the email report from that meeting to all members of the Authority. Keith noted that ultimately it was not what the City Council was hoping for, but that both Sagestone and the Council have a lot of work left to do. Ultimately it has to make sense financially.

Abigail Strickland introduced Jessica Worthington from the Department of Community Affairs/Office of Downtown Development for a Strategic Plan presentation. Jessica Worthington noted that the time for the Authority to update their Strategic Plan is coming up. Jessica noted that the strategic planning process through the Department of Community Affairs would include a planning, driving, and implementation model based on the issues that are the most critical and need to be addressed based on the Authority's input, the community's input, and the business' input. Jessica would build the plan based on critical success factors that could be monitored throughout the lifetime of the plan by the Authority. Jim Thomasson asked if there is a cost associated with this service, and Jessica noted that the scope of work would cost \$1,500-\$3,000. Keith Brady asked if there would be a questionnaire that could be filled out online. Jessica noted that there could be if that is the direction that the Authority wanted to go in.

Jesse Branch updated the Authority on upcoming events. The first Market Day of the year was held on March 4<sup>th</sup>, and it was a great success with very high attendance. Jesse noted that the app for the Downtown Newnan Restaurant Week is currently in the process of being developed and should be ready for staff review in the next 1-2 weeks.

Abigail Strickland noted that the budget for the Scotland banners for the Sister City celebration this summer has been approved, so we will be moving forward on purchasing.

The meeting was adjourned at 8:37am.

**Next Meeting:  
Wednesday, April 12<sup>th</sup>, 2023  
8:00 am – Newnan City Hall  
25 Lagrange Street- Council Chamber Room**