

Meeting Minutes

City of Newnan

Downtown Development Authority

Wednesday, January 10, 2024

8:00 am – Newnan City Hall

25 Lagrange Street- 2nd Floor Conference Room

Members Present: Keith Brady, Ray Dubose, Brant Frost, Martha Ann Parks, Casey Smith

Members Absent: Graylin Ward

Staff Present: Abigail Strickland, Hasco Craver

The meeting was called to order at 7:59am.

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. Keith Brady seconded the motion. The motion carried.

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

- a. BOZ primary: \$17,814.02
- b. MMI: \$86,501.46
- c. YTD Income: \$12,920.00
- d. YTD Expense: \$7,606.33
 - i. Net Income: \$5,322.82

Abigail Strickland noted the \$5,000 balance transfer from the primary to the money market account that was approved last meeting has been completed. The Annual Market Day checks have been deposited.

Casey Smith stated that the 2023 Georgia & National Annual Assessments have been completed and submitted. To maintain accredited status from these programs, board members are required to attend 9 meetings a year and complete a minimum of 2 hours of training annually. Casey Smith inquired the status of Brant Frost's training from 2023, Brant Frost claims the training is completed but unsure of how to receive certificate. Casey Smith requested staff follow up to ensure completion. Casey Smith reminded the members of their commitment to the board and if members cannot meet requirements, they should resign. Casey Smith stated that the Georgia Statue for DDA states only one member can be an elected official and the board currently has two. Keith Brady stated that the City Council will be having their annual retreat in the days ahead and will be discussion boards, commissions, and appointments.

Abigail Strickland presented the finalized 2023-2025 Strategic Plan with board and staff assignments and budgets. Abigail Strickland recommended that they board consider hosting a half day work session after a DDA meeting to deep dive into the goals and tasks. The board set a tentative date April 10th, 2024 for the work session. Casey Smith requested staff to email the

updated work plan out to members. Casey Smith stated that updates regarding assigned goals and tasks will need to be reported every meeting.

Abigail Strickland informed the Authority that a muralist will begin work in Carnegie Thompson alley at the end of the month. The muralist will also host a community paint day during the Spring Art Walk.

Abigail Strickland informed the Authority that rights of entry for the Wadsworth Alley have been obtained and the City of Newnan's Public Work team is schedule to begin work in late March/early April.

Abigail Strickland informed the Authority that the initial project assessment of 13 Greenville Street project by Steed Construction & Renovation had been seen as favorable by the Department of Community Affairs to be eligible for funding. The project would consist of retail spaces downstairs and four apartments on the 2nd floor. Ray DuBose made a motion for the consideration of authorizing chairperson and secretary/treasurer to execute documents related to DDRLF application for 13 Greenville St project. Keith Brady seconded the motion. The motion carried.

After last meeting, Abigail Strickland sent out a list of training opportunities for 2024. Staff will handle any registrations and accommodations (if necessary).

The meeting was adjourned at 8:26am.

**Next Meeting:
Wednesday, March 13th
8:00 am – Newnan City Hall
25 Lagrange Street- 2nd Floor Conference Room**