

**Downtown Development Authority  
Meeting Minutes  
August 12, 2010**

The regularly scheduled meeting of the Downtown Development Authority was held August 12, 2010 at 8:30 a.m. at the DDA offices located at 936 Broad Street, Suite 107. Those members in attendance were Cameron Nixon, Mark Bowling, Joey Hadden, Steven Kendrick, Rick Allen, Commissioner Hatney and Executive Director Margaret Woodard. Guests and observers included DDA Office Manager Roxanne Walls, CADI Project Manager Jessica Fuselier, Camille Price of Augusta Tomorrow, Barry White of the Augusta Convention and Visitors Bureau, Chris Thomas of News 12, Erin Zureick of Augusta Chronicle, Chris Selmek of Verge and David Loper of Architectural Concepts.

Mr. Kendrick called the meeting to order at 8:35 a.m. and welcomed everyone to the August board meeting. He also welcomed new board member Mr. Rick Allen.

Mr. Bowling presented the previous meeting minutes from June 10, 2010 for approval. With no additions or corrections, Mr. Bowling made the motion to accept the minutes from June 10, 2010. Mr. Nixon seconded the motion. All were in favor and the motion passed unanimously.

In the Treasurer's Report, Mr. Nixon presented the DDA financials as of July 31, 2010.

The Balance Sheet was reviewed.

The Profit & Loss Budget Performance (DDA Operating) Report reflected the following for January 2010 through July 2010: total operating income in the amount of \$122,978.68, total income in the amount of \$136,553.12, total expenses in the amount of \$68,041.22 and net income in the amount of -\$16,536.10 which includes depreciation, amortization expense and the city salary payback.

The 2010 first quarter salary payback has been paid to the city for the office manager and executive director.

The Profit & Loss Budget Performance (Consolidated) Report reflected net income in the amount of -\$65,870.33.

Ms. Woodard told the board that Hyatt Place reimbursed the DDA in the amount of \$4,000.00 for legal fees associated with the recovery bonds.

Mr. Nixon made the motion to accept the Treasurer's Report as information. Mr. Bowling seconded the motion. All were in favor and the motion passed unanimously.

In the Director's Report, Ms. Woodard updated the board on the following projects:

### Hyatt Place

- The Augusta-Richmond County Commission approved the resolution for the DDA to issue the bonds for the Hyatt Place parking deck.
- The DDA will own and operate the deck.
- US Bank has approved purchase of new market tax credits.
- A Georgia Cities Loan Application is underway for board approval.
- Bank/private financing underway (\$11 million)

### Johnson Building

- The prospective buyers walked away from the deal due to financing constraints.
- The current owner has hired Rex Group to manage the property and turn it around. He is looking to complete the 2<sup>nd</sup> floor.
- A commitment letter for a Georgia Cities Loan Application has been submitted.

### White's Building

- Foreclosure successfully completed and Rialto is the new owner. All of the liens have gone away and the new owners are only left with the tax bills from the last two years.
- The Augusta-Richmond County Commission approved the waiving of late fees and penalties on back taxes for Rialto.
- The owner is obtaining sub quotes to determine feasibility of completing the project.

### Emporium Lighting Project

- Design drawings are underway for the Ellis Street parking lot.
- After design drawing completion, Ms. Woodard will meet with Mr. Steve Cassell for street light installation for the six fixtures.

### Pilot Private/Public SPLOST Program

- Application guidelines/process is underway and will be submitted to the board next month.
- It will be posted on the DDA website in September.

### CADI

- In June, CADI provided 25 personal safety escorts, assisted 121 pedestrians, addressed 18 panhandlers, made 737 merchant visits and picked up 2.62 tons of trash.
- In July, CADI worked closely with the Richmond County Sheriff's Department. They assisted in apprehending a car thief on 8<sup>th</sup> Street. CADI actually saw the break in and followed him to the library and kept him there until the sheriff arrived.
- CADI also found a stolen car on Broad Street.

Ms. Woodard explained that CADI is not the Richmond County Sheriff's Department. The CADI are hospitality ambassadors. They carry walkie-talkies and cell phones and

are the extra eyes and ears. CADI looks for items that may be safety issues for residents and visitors and report those issues immediately to the city and Augusta Cares. Some examples are broken traffic lights, missing manhole covers and sink holes.

CADI is in their third year. This was sunshined for five years. This fall, the original steering committee will meet to start working on the petitions and would like to see the program sunshined for ten years. We would like to see the Business Improvement District grow as there is a lot of interest in the Laney-Walker area, toward the Kroc Center and Olde Town. This will take a couple of years to complete.

#### Saturday Market

- Sponsorships raised to date in the amount of \$9,540.00.
- The bank balance is in the amount of \$4,508.89.

#### Historic Preservation Grant/Harrisburg Phase 2

- Project will be completed in October.

#### Parking

- Ordinance is in review with city legal department.

#### Other

- The budget request for 2011 has been submitted to the city.
- The 2010 Georgia Downtown Conference will be hosted by the DDA and the CVB from September 28<sup>th</sup> through October 1, 2010.
- The required board training will be held during the conference on September 28<sup>th</sup> and new board members Mr. Allen and Mr. Hadden may register.
- The DDA will be teaching two classes during the conference. One class is on how to get a BID up and running and the other class will be on new market tax credits.
- A final meeting of the Georgia Conference Planning Committee will be held on August 23<sup>rd</sup>.
- Planning is underway for Christmas Light-Up Spectacular which will be held on December 3<sup>rd</sup> and 4<sup>th</sup>.
- A Georgia Cities Loan Application was approved for Rex Group for the old Azalea Inn in the amount of \$131,465.00.

#### Broad Street Lighting Project

(Renderings were presented at the board meeting)

- The contractor will be in town next week and is waiting for final GA DOT material approval.
- The project should begin in the next 30 to 45 days and will start at 13<sup>th</sup> Street and go down to 5<sup>th</sup> Street and will be completed block by block.
- We will assist Mr. Cassell and the contractor with providing relevant information to the businesses that are impacted by this project. As the contractor goes down

each block the traffic lane closest to the sidewalk will be closed. This will also affect parking.

- A link will be posted on the DDA website to show alternate parking.
- Completion Date: July 31, 2011

Mr. Kendrick asked Ms. Woodard to make a note on the Broad Street Lighting Project to contact Ms. Brenda Durant at the Greater Augusta Arts Council as lanes of traffic will have to be closed for "Arts in the Heart" which is an upcoming event.

Ms. Woodard mentioned that a couple of lanes of traffic on Reynolds Street will be closing soon for the TEE Center staging area. Already there is a major parking challenge in that area as Morris has fenced off the area near Cotton Patch for a staging area for materials.

#### James Brown Streetscape

(Renderings were presented at the board meeting)

- Project starts at Adams Street which will pick up Dyess Community Center and will come all the way down to Jones Street.
- A small area that includes railroad tracks will be skipped due to expense of necessary upgrades.
- Next year, we will apply for another Department of Transportation Enhancement Grant to finish all the way down to Laney-Walker.
- It will have new trees like the ones on 10<sup>th</sup> Street with the brick encap and Sternberg light fixtures.
- The Judicial Center worked with us and agreed to do their sidewalk to our standards.
- The library worked with us as well on getting their sidewalk done.
- When the Hyatt is completed they have agreed to do their sidewalks to our standards.
- Preliminary design completed and submitted for final approval.
- Once approved, the project will begin in six months to a year.
- We applied for this grant and were awarded \$215,000.00. Money from the Depot was transferred in the amount of \$450,000.00 to this project.
- To bury all of the utility lines on this project it would cost \$650,000.00. The grant only allows you to use 10% of the grant money to bury utility lines. The utility lines will stay as they are for now.

#### DDA River Stage at Riverwalk

(Renderings were presented at the board meeting)

- Currently, there is a stage with a tent over it and there are broken sprinklers, standing water and other challenges.
- The DDA has allocated funds and is proposing a permanent 12' x 16' stage that has a canvas cover and canvas sides. It has electricity and water.

- The architect has incorporated the look of the Jessye Norman Amphitheater to maintain continuity.
- There will be better defined seating areas.
- Some trees and bushes will need to be removed.
- The next step is to meet with the city department heads for input.
- Construction costs will be completed soon and we would like to start the project in September as soon as “Candlelight Jazz” is over with a possible unveiling at Christmas Light-Up Spectacular.
- We are also looking at benches, bike racks and a possible boat dock for future projects.

Mr. Nixon asked Ms. Woodard about the parking ordinance. She explained that they have met with city legal Andrew McKenzie this past Monday. Mr. McKenzie is making the final changes to the draft.

Ms. Woodard explained that we would advertise and put the ordinance on the DDA website for public access.

Mr. Kendrick asked Ms. Woodard to forward the ordinance when completed to board members. If the parking ordinance goes to the Augusta-Richmond County Commission prior to the next board meeting, then a special called board meeting would be held for board input.

Mr. Bowling asked about the clock. Ms. Woodard explained that it would be fixed today. It was vandalized and insurance covered it.

Under New Business, Mr. Bowling spoke of reallocating SPLOST funds from the Tree Well Project to the Riverwalk Stage Project. There has been problem after problem with the Tree Well Project. At one point the pavers were approved and then the supplier could not come up with the product and now the Broad Street Lighting Project is coming up.

There was \$20,000.00 allocated to the Tree Well Project. There was never enough money to do the project well. There are 112 tree wells from 13<sup>th</sup> Street to 5<sup>th</sup> Street. The DDA put in \$20,000.00 and the city was going to put in \$6,000.00. The first design was approved by the Augusta-Richmond County Commission but the supplier could not come up with the product. There was never enough money to do all of the tree wells so basically we were going to do the four corners of each block. When the materials were ordered for the remaining tree wells it dawned on them that the materials were not going to match for continuity. With the upcoming Broad Street Lighting Project that will probably take a year, there is a possibility that we can find the remaining funds to do the Tree Well Project correctly. The Tree Well Project should be a \$50,000.00 or \$55,000.00 with preliminary cost estimates.

Mr. Kendrick would like the Tree Well Project to be on the list for 2013 SPLOST and asked Ms. Woodard to prepare a cost estimate for the Riverwalk Stage Project.

Mr. Bowling made the motion to reallocate SPLOST money in the amount of \$20,000.00 from the Tree Well Project to the Riverwalk Stage Project and amended the motion to include that a final detailed budget be brought forward to the board for approval. Mr. Nixon seconded the motion. All were in favor and the motion passed unanimously.

Private sponsorships were discussed for the Riverwalk Stage Project.

Mr. Allen thinks that long-term we need to have a funding mechanism to keep projects beautiful, properly maintained and cared for. Mr. Kendrick explained that most of the time the money that we are allocated from the city is SPLOST money which is for capital improvement and not for the operation or maintenance. This puts a burden on the city when we do a project and the city generally has to maintain it.

Mr. Kendrick suggested making Mr. Greene an invitee to the DDA meetings.

Under New Business, Mr. Kendrick proposed new officers for the DDA board. After being asked by the Nominating Committee, Mr. Bowling has agreed to be Vice-Chairman which was vacated due to Mr. King's resignation. Currently, Mr. Bowling is the Secretary so Mr. Hadden has agreed to be Secretary.

Mr. Kendrick asked for a motion. Commissioner Hatney made the motion which was seconded by Mr. Nixon. All were in favor and the motion passed unanimously.

Ms. Woodard thanked the Finance Committee for working so hard and the city for helping the DDA with SPLOST money to save Mrs. Walls' job. The DDA was able to apply for SPLOST money.

Mr. Hadden has received approximately three phone calls in the last month or so regarding the DDA looking into video cameras on Broad, Ellis and Jones Streets for security purposes. Mr. Hadden wanted it to go on record that it has been mentioned and will bring it up for discussion at a later date.

Mr. Kendrick adjourned the meeting at 9:32 a.m.

Respectfully Submitted,

Joey Hadden, Secretary