

**Downtown Development Authority  
Meeting Minutes  
January 3, 2008**

The regularly scheduled meeting of the Downtown Development Authority was held January 3, 2008 at 8:30 am at the DDA offices located at 416 8<sup>th</sup> Street. Those members in attendance were Julian Roberts, Dr. James Carter, Commissioner J.R. Hatney, Paul King, Steven Kendrick, Cassandra Brinson, Legal Counsel Byrd Warlick and Executive Director Margaret Woodard. Guests and observers included Annalee Narwold, Jessica Fuselier, Tim Rausch of the Augusta Chronicle, Camille Price of Augusta Tomorrow, Julia Jackson and Erick Montgomery of Historic Augusta, Barry White of the CVB and Lara Plocha of Blue Magnolia and D(a)2.

Julian Roberts called the meeting to order at 8:30 am. Mr. Roberts asked for a review of the previous meeting minutes from December 13, 2007. With no additions or corrections Dr. Carter moved the minutes to be approved. Mr. King made a second to the motion. All were in favor and the motion passed unanimously.

Mr. Wahl had a conflict and was unable to attend the meeting. Mr. Roberts called on Margaret Woodard to give the Treasurer's Report. Ms. Woodard stated that expenses for December were standard operating expenses. Income included our allotment from the city and the private funds raised for Light-up Spectacular. A check was written from the money market account to the CVB for \$101,000 for downtown entry signage. Net income for December is \$55,806.24 but salaries have not been reimbursed to the city. Ms. Woodard stated that Ms. Williams, Finance Director is working on salary payback. The Balance sheet reflects total checking/savings in the amount of \$608,992.00. Ms. Woodard called for questions, of which there were none. Mr. Roberts made a motion to accept the Treasurer's Report as information. Dr. Carter seconded the motion. All were in favor and the motion passed unanimously.

In his Chairman's Report, Mr. Roberts stated he is pleased with the progress at the Harrisburg and MCG boundary meetings. Mr. Roberts remarked that the DDA and the BID are in place and poised to do great things in the new year. Mr. Roberts gave the floor to Ms. Woodard for the Executive Director's report.

In the Executive Directors Report, Margaret Woodard said the first BID board meeting will be held on January 31, 2008 and the contract with Service Group Inc. is in legal review at Kilpatrick Stockton.

The 10<sup>th</sup> Street Demonstration Block is having challenges with underground utilities. Ms. Woodard stated that Cranston Engineering and the city are working diligently to get the problems corrected. Georgia Power has buried the power lines at no cost to the project. The value of the work is estimated at \$20,000.00. Once the underground utility work is corrected, the project will resume and the new sidewalk poured.

The design work for the Pilot Lighting Project on the 900 block of Broad is completed. The Ellis Streetscape Project design work will be completed in February for review and should go out for bid in March. The soil clean-up at the Watermark is completed and the Depot has been stabilized. Mr. Kitchen is working on a final site plan that will be revealed in the following weeks.

Ms. Woodard stated that a budget and strategic plan will be presented to the board for approval in February. Two Georgia Cities Loan Applications for R.W. Allen and 1104 Broad Street are in preparation for board approval as well. Ms. Woodard remarked that Jessica Fusilier is working hard on the Saturday Market raising money. Annalee Narwold is working on the DDA statistics for 2007. Once the statistics are done an annual report will be distributed stating the amount of private investment and new jobs created.

Mr. King asked questions regarding new signage installation dates and the BID working with the DDA. Mr. White stated the signage will be unveiled at the next DDA meeting and a portion of phase one signage should be installed by Masters. Ms. Woodard stated that a draft contract has been completed for BID board approval and will then come to the DDA board for approval as well. Ms. Woodard asked for a motion to accept her report as information. Commissioner Hatney made a motion to accept the report and Mr. Kendrick seconded the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. Roberts stated that the DDA boundaries are limited to east boundary to 15<sup>th</sup> street on the west side of the river on the north side to Laney Walker on the south side. Over the past few weeks, the DDA has met with various groups to discuss expanding the boundaries. The consensus was to expand west to Milledge Rd. to include Harrisburg; south to Wrightsville Rd. include MCG and Paine College; and east to I-520 to include East Boundary. These areas are primed for economic growth with the Third Level Canal, KROC Center, MCG expansion and residential projects that merge well with the DDA's mission and goals for 2008. All of the representatives from these areas have been very supportive. Ms. Woodard stated that letters of support are attached to the meeting packet. Commissioner Hatney stated that the DDA needs to take the lead in the campaign for boundary expansions so that all involved entities move in the same cohesive direction. Mr. King made a motion that we send a recommendation to the Commission for the boundaries to be expanded with additional funding. Dr. Carter seconded the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. Roberts introduced Julia Jackson of Historic Augusta for a funding request. Ms. Jackson stated that the Georgia Department of Natural Resources Historic Preservation Division offers a Historic Preservation Fund Grant to certified local governments. The city has applied for this grant in prior years. This grant has been used for a historic resources survey, design guidelines for Olde Town, structural survey reports and various activities for Heritage Tourism. Ms. Jackson stated that this year Historic Augusta applied for a grant on behalf of the city to do a historic resources survey of Harrisburg. Historic Augusta is proposing the survey in three phases.

The grant amount is \$11,400.00 and requires a 40% match, the majority of which can be a donation of in-kind time. The Neighborhood Association has donated 300 man hours for research and data entry, the City of Augusta is lending Donna Williams as Project Finance Manager and GIS Department has committed time for maps. The survey is done by strict State Historic Preservation Standards.

A small part of the match must be a cash donation of \$600.00 which Historic Augusta is seeking. Ms. Woodard is going to serve as the Project Manager. Mr. Roberts made a motion to accept the request for a \$600.00 match to Historic Augusta and authorize Margaret Woodard to be the Project Manager. Mr. King seconded the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. King stated that the design committee and the appropriate city departments should meet to discuss tree maintenance in the downtown area. Ms. Woodard will arrange that meeting for further discussion.

The meeting adjourned at 9:35 am.

Respectfully Submitted,

Dr. James Carter, III