

**Downtown Development Authority  
Meeting Minutes  
June 12, 2008**

The regularly scheduled meeting of the Downtown Development Authority was held June 12, 2008 at 8:30 am at the DDA offices located at 416 8<sup>th</sup> Street. Those members in attendance were Dr. James Carter, Paul King, Steven Kendrick, Phil Wahl, Legal Counsel Byrd Warlick and Executive Director Margaret Woodard. Guests and observers included SM Coordinator Jessica Fuselier, DDA Office Manager Roxanne Walls, summer intern Lance Cheely, Barry White of the Convention & Visitors Bureau, Tim Rausch of the Augusta Chronicle, Camille Price of Augusta Tomorrow, CADI Project Manager Rick Wiggins, David Hutcheson of the Book Tavern and Scott Hudson of the First Saturday Committee.

Mr. Steven Kendrick called the meeting to order at 8:35 am and welcomed everyone. In the absence of Mr. Julian Roberts, Mr. Kendrick asked for a review of the previous meeting minutes from May 8, 2008. No board action was taken due to lack of a quorum.

In the Treasurer's Report, Mr. Phil Wahl stated that total income year to date is \$190,301.71, with total expenses in the amount of \$288,262.70. The SPLOST expenses come from our SPLOST funds therefore the net income of \$97,960.99 which is shown on the report is actually a plus in the amount of \$27,535.87. The balance sheet reflects the current checking/savings balance in the amount of \$500,875.87, and total fixed assets at \$37,378.70, for a total of \$538,254.57. Per the recommendation of Serotta Maddocks & Evans, we have hired an accountant on an as needed basis to check our books to make sure we are providing the highest quality of information to the board and our auditors. No board action was taken due to lack of a quorum.

In the Director's Report, Ms. Woodard stated the feasibility study for the proposed hotel development at the Commons is completed, the design is underway and she and Mr. Warlick met with the owner to discuss bonding of parking deck.

The Ellis Street Streetscape Project bid opening was held June 3rd and the lowest bid was \$216,806. We allocated \$125,000 for the project and she will meet with the engineer and contractor to re-evaluate the project. The Pilot Lighting project goes out for Bid on July 15, 2008 and the 10<sup>th</sup> Street Demonstration Block banners and informational kiosk will be installed today. Planters have been ordered thanks to the CVB and their \$3,000.00 contribution.

A standard newsletter has been developed for CADI and Saturday Market and will be distributed to business owners and the public.

CADI has completed the graffiti inventory and we have received calls to remove graffiti. We are now in the process of infrastructure inventory. Hospitality training begins June 12, 2008. The CVB is providing this training.

Saturday Market is going very well. We have rebranded the market to the Saturday Market on the River. We are running a new ad campaign as well. Ms. Fuselier is selling Market merchandise such as bags and water. Saturday Market has \$12,620.00 as of today in the bank with 13 more markets to go.

The Augusta-Richmond County Finance Committee approved the contract for the \$11,000 historic preservation grant for the Harrisburg survey on Monday and it will go to the full commission next week. The draft RFP is underway.

Christmas Light Up Spectacular website will be up and running soon. This year's event will take place Dec. 6<sup>th</sup>. The new decorations will extend to Reynolds Street, the 15<sup>th</sup> and 5<sup>th</sup> Street bridges and banners at key intersections in the remaining 8 districts. Budgets are underway for city approval.

Mr. Fred Russell, city administrator, has asked the DDA to work with Mr. Barry White of the CVB to negotiate the parcels necessary for the Tee Center. Mr. White is now working on the appraisals.

Ms. Woodard asked for a motion to accept her report as information. Mr. King made the motion with a second from Mr. Carter and the motion passed unanimously.

In the Finance Committee Report, Mr. King spoke of the SPLOST money that was going to be used for streetscape design standards. These standards can be completed in-house this summer by an intern. Therefore, the Finance Committee recommends the \$40,000.00 be used to get the first early study done with URS for the trolley. Mr. King made a motion to reallocate the money from the sidewalk design standards to do the trolley study. Dr. Carter made a second to the motion. All were in favor and the motion passed unanimously.

In the ER Committee Report, Mr. Wahl stated he has reviewed the application for a Georgia Cities Revolving Loan by Kathy Mullis in the requested amount of \$53,000.00. The project is located at 428 5<sup>th</sup> Street. It will have a quilt shop on the first floor with living quarters above. A portion of the funding request is to purchase the adjacent piece of property to handle parking requirements. Mr. Wahl stated it fulfills the requirements for the application and is within the \$250,000.00 limit set forth. Mr. Wahl made motion to approve the application. Mr. King made a second to the motion. All were in favor and the motion passed unanimously.

Under Old Business, Mr. Wahl presented the revised 2007 Audit with the DDA owned properties listed as requested by the board at the May meeting. The outcome of that investigation resulted in a definition of properties transferred with the date and description but with no assigned value. Mr. Wahl made motion to accept the findings of the auditor as information as footnoted for future reference so we can fulfill the requirement as the audit needs to be approved for the city and to accept the 2007 Audit with changes. Mr. King made a second to the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. Kendrick introduced Mr. Scott Hudson of the First Saturday Committee. The First Saturday Committee is an all volunteer effort to build parks. They meet the First Saturday of the month. Mr. Hudson would like for his committee to become a committee under the DDA for the 501c tax status. They do not need funding from the DDA or the city.

Mr. Wahl asked Mr. Hudson if his committee has focus outside of the recently expanded DDA boundaries. Mr. Hudson explained they do but he doesn't think it would be an issue at least for the next five years because all of the projects they have right now are in downtown Augusta. Aquaduct Park has three more months of work. Mr. King made a motion to take this to the Economic Restructuring Committee and to report back at the next DDA meeting. Mr. Wahl made a second to the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. Kendrick suggested not having a DDA Board meeting in July due to summer vacation schedules. Mr. Wahl made the motion with a second by Dr. Carter. All were in favor and the motion passed unanimously.

Mr. Wahl made a motion to accept the Treasurer's Report as information with a present quorum in place. Dr. Carter made a second to the motion. All were in favor and the motion passed unanimously.

Dr. Carter made a motion to approve the previous meeting minutes with a present quorum in place. Mr. Wahl made a second to the motion. All were in favor and the motion passed unanimously.

Mr. Kendrick made a motion to adjourn the meeting. Mr. Wahl made a second to the motion. All in favor and the motion passed unanimously.

Mr. Kendrick adjourned the meeting at 9:15 am.

The DDA board did not go into a closed session due to the absence of Mr. Roberts.

Respectfully Submitted,

Julian Roberts, Secretary