

**Downtown Development Authority
Meeting Minutes
November 12, 2009**

The regularly scheduled meeting of the Downtown Development Authority was held November 12, 2009 at 8:30 am at the DDA offices located at 936 Broad Street, Suite 107. Those members in attendance were Steven Kendrick, Paul King, Cameron Nixon, Mark Bowling, Joey Hadden, Legal Counsel Byrd Warlick, and Executive Director Margaret Woodard. Guests and observers included DDA Office Manager Roxanne Walls, CADI Project Manager Jessica Fuselier, Tim Rausch of the Augusta Chronicle, Camille Price of Augusta Tomorrow, Barry White of the Convention and Visitor's Bureau, and Dennis Stroud with Augusta-Richmond County.

Mr. Kendrick welcomed everyone and called the meeting to order at 8:34 am.

Mr. King called point of order for a closed session at the end of the agenda to discuss a real estate matter.

Mr. Kendrick welcomed new board member Mr. Joey Hadden as he replaced Mr. Roberts. Mr. Hadden is from Phoenix Printing.

Mr. Kendrick presented the previous meeting minutes from October 22, 2009. With no additions or corrections, Mr. King made the motion to accept the previous meeting minutes with a second by Mr. Nixon. All were in favor and the motion passed unanimously.

New Business on the agenda was moved ahead of the Treasurer's Report to elect a new secretary to replace Mr. Roberts.

Under New Business, Mr. Kendrick nominated Mr. Bowling for secretary. Nominations were opened from the floor. There were no other nominations from the floor. Mr. Nixon made a motion to close nominations. Mr. King made a second to the motion. Nominations were closed.

A formal vote was made to nominate Mr. Bowling for secretary. All were in favor and the motion passed unanimously.

Due to a scheduling conflict, Mr. Kendrick introduced Mr. Dennis Stroud from the city's engineering department. The DDA has partnered with Mr. Stroud for the tree well project. He updated the board. The pavers have been received but were the wrong tint and have been sent back to the manufacturer. The contractor that was awarded the contract cannot produce their performance bond. The city may purchase the pavers and subcontract the work. Mr. Stroud was asked to come back to the board next month to give another update.

In the Treasurer's Report, Mr. Nixon presented the DDA financials for October 2009.

Mr. Nixon explained to the board that the Balance Sheet now reflects the letter "R" next to restricted funds. This is SPLOST money that has been allocated but not yet spent.

The following DDA operating amounts were reflected for January 2009 through October 2009: total income in the amount of \$172,172.67; total expenses in the amount of \$310,563.28; and net income in the amount of -\$138,390.61 which is a deficit amount. This is due to the DDA not being billed by the city for salary payback for 2007, 2008, and the first quarter of 2009. The DDA uses cash based accounting so when the invoice was paid it shows a huge loss for the year.

Mr. Nixon presented the Saturday Market on the River financials for October 2009.

The Saturday Market on the River Balance Sheet reflected total cash in the amount of \$18,200.85.

The following Saturday Market amounts were reflected for January 2009 through October 2009: total income in the amount of \$23,146.15; and net income in the amount of \$4,752.41.

Mr. Kendrick asked for a motion to accept the Treasurer's Report as information. Mr. King made a first to the motion with a second by Mr. Nixon. All were in favor and the motion passed unanimously.

In the Director's Report, Ms. Woodard stated she has met with Cranston Engineering and the project manager for James Brown Boulevard regarding the TE Grant as additional money was received. A re-scope of the streetscape project has been completed and the project will now begin at Adams Street (Dyess Park) and go to Fenwick Street. The project is being surveyed and Cranston Engineering is finalizing the design, and the environmental study needs to be completed. Construction will begin in two years.

The second RFP bids for Harrisburg Survey Phase 2 were due at the city on November 10th. That contract will be awarded in January.

The CADI weekly report was in board books for review.

Ms. Woodard explained that the DDA office is in full Christmas Light-Up mode planning for the events that will take place that weekend.

CADI has put up a majority of the downtown Christmas lights. Voluntary contracts for Zone 3 have been mailed out. There will be a CADI board meeting on November 20th at 9:00 am.

The Saturday Market is finished for the year. Sponsorship campaign for 2010 is underway.

The lighted boat parade is December 4th. Christmas Light-Up Spectacular is December 5th along with the foot parade. The budget has been approved by the city. The goal of raising \$15,000.00 has been reached. Ms. Woodard raised \$15,000.00 in private partnerships plus another \$4,000.00 from firework sponsors ESi, RW Allen, and Windsor.

Mr. King commended Ms. Woodard on a good job.

All of the contracts have been signed for the 2010 Georgia Downtown Conference. The conference will take place in Augusta beginning September 28th, 2010 through October 1st, 2010. In January 2010, planning will begin. The DDA is to raise \$10,000.00 in sponsorships. In-kind sponsorships have been received to date.

A letter was sent to Mr. Jeff Thorne of the FDIC by the DDA requesting the DDA play a role in the sale of the White's Building. The FDIC sent a list of interested bidders. For three days and over a weekend the building was shown about five or six times. There were three potential people that could show up at the auction. One person showed up at the auction with a bid of \$800,000.00 and the FDIC's opening bid was \$1.5 million. They came down \$300,000.00 the day before. The FDIC did not accept the bid so the building will be rolled into a structured sale. The FDIC will keep the DDA in the loop as we may be able to bring in a local buyer.

Most of the economic development projects are on hold right now. There is still the contract for due diligence for the Marion Building. The hotel at the Commons is still on hold due to the TEE Center.

Ms. Woodard met with Mr. Russell and asked him about SPLOST money for the Depot roof. Mr. Russell has possibly found another source of funding for the Depot roof.

We have received a letter from the CVB and we were awarded \$5,000.00 to do our DDA website update.

Ms. Woodard will invite Mr. Steve Cassell to the next board meeting to give the board an update on the Broad Street Lighting Project.

Mr. Loyd and Ms. Woodard have been working on a parking management strategy for the past two years. The proposed plan is on the DDA website. The plan will be unveiled at the December board meeting.

Mr. Kendrick asked for a motion to accept the Director's Report as information. Mr. Nixon made a first to the motion with a second from Mr. King. All were in favor and the motion passed unanimously.

Mr. Kendrick accepted the motion from the floor from Mr. King to adjourn to go into closed legal session. Mr. Nixon made a first to the motion with a second from Mr. King. All were in favor and the motion passed unanimously. The reason for closing the meeting was to discuss the future acquisition of real estate.

The board went into closed session.

The board came out of closed session.

Mr. Kendrick asked for a motion to adjourn the meeting. Mr. Nixon made a first to the motion with a second from Mr. King. All were in favor and the motion passed unanimously.

The meeting adjourned at 9:14 am.

Respectfully Submitted,

Mark Bowling, Secretary