

**Downtown Development Authority of Augusta
Special Called Meeting Minutes
November 4, 2021**

The Downtown Development Authority held a special called board meeting on Thursday, November 4, 2021 at 10 am at Shared Space located at 901 Greene Street. The meeting was relocated to a new location due to fire alarm issues at the DDA offices and proper notice was posted of the change of location at the DDA offices located at 922 Ellis Street.

DDA members in attendance were Jack Evans, James Heffner, Stephen King, Pastor Anthony Booker, and Commissioner John Clarke, as well as Executive Director Margaret Woodard and Project Coordinator Katherine Bonner. Guests included Joe Hotchkiss of the Augusta Chronicle.

Chairman Jack Evans called the meeting to order at 10:05 am and welcomed everyone. Mr. Evans asked if there were any questions in regards to the consent agenda items and with none, asked for a motion to approve. Mr. Heffner made a motion with a second by Pastor Booker and the motion passed unanimously.

Mr. Evans stated that the secretary-treasurer position is now vacant due to the loss of dedicated and hard-working board member Jane Ellis and asked for nominations to fill the position. Mr. Heffner made the motion to nominate Stephen King as secretary-treasurer. Pastor Booker made a second to the motion and the motion passed unanimously.

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

Economic Restructuring:

- We are working with an existing downtown restaurant who is looking to expand and an attorney who is looking for investment opportunities.
- We are working with a Miami based developer on locating downtown parcels for middle-income housing and have an Atlanta based developer in town today to look at opportunities.
- Bees knees ribbon cutting was held 10/13. 901 Greene Street will have a ribbon cutting on 12/2 at 4:30 pm. We have 2 additional ribbon cuttings to schedule before the end of the year.

Design:

- The empty building inventory for the Broad Street Corridor is completed and the committee met with Deputy Jackson on 10/26 for input.
- 922 Greene Street has been approved for a Georgia Cities loan.

Promotion:

- Instagram has had 28 posts, 95 stories and 1006 accounts reached.
- Facebook has had 29 posts, 45 likes, 14 post engagements and 157 accounts reached. We have budgeted \$250 to promote Facebook.

Organization:

- Trip Advisor collaboration with Chamber & CVB held 10/6.

- Augusta Land Bank Conference was held Oct. 6-7.
- DDA video shoot 11/17 and will feature Millhouse Station & The Standard on Telfair.
- Presenting to Augusta Real Estate Investors on 11/11.
- On a committee for Housing & Development for a conference in September of 2022.
- Upcoming events include Small Business Saturday on 11/27; Light-Up on 12/4 and Christmas Parade on 12/11.
- Roxanne Walls has accepted another job and Mattison Verdery Accounting will take over bookkeeping responsibilities.

Pastor Booker made a motion to accept the Director's Report as information. Mr. King made the second and the motion passed unanimously.

Under New Business, Legal Counsel Jeb Murray directed the board to the current DDA By-laws. Article I currently has our offices at 936 Broad Street, Suite 107 and needs to be revised. Mr. Murray suggested language such as the authority may have corporate offices within the authority footprint. In Article 5, in regards to meetings, Mr. Murray suggested that the time and place of the meeting be designated by the Chairman. Mr. Heffner made a motion to approve the recommended by-law revisions. Pastor Booker made the second and the motion passed unanimously.

Mr. Evans asked for a motion to go into closed session to discuss a real estate matter pertaining to 753 Broad Street. Mr. Heffner made a motion with a second by Mr. King and the motion passed unanimously.

The board returned to regular session and Mr. Heffner made the motion to approve the MOU between the DDA and PJR Investments, LLC to explore funding options for 753 Broad Street. Mr. King made the second and the motion passed unanimously.

With no further business for the Authority to conduct, Mr. Heffner made the motion to adjourn the meeting. Pastor Booker made the second and the motion passed unanimously.

The meeting adjourned at 10:45 am.

Respectfully Submitted,

Stephen King
Secretary-Treasurer