

**Downtown Development Authority
Meeting Minutes
April 16, 2009**

The regularly scheduled meeting of the Downtown Development Authority was held April 16, 2009 at 8:30 am at the DDA offices located at 936 Broad Street, Suite 107. Those members in attendance were Paul King, Commissioner J. R. Hatney, Cameron Nixon, Mark Bowling, Legal Counsel Byrd Warlick, and Executive Director Margaret Woodard. Guests and observers included DDA Office Manager Roxanne Walls, CADI Project Manager Jessica Fuselier, Camille Price of Augusta Tomorrow, Tim Rausch of the Augusta Chronicle, Bryan Evans and Kathleen Curtis of Platt's Funeral Home, Barry White of the Convention and Visitor's Bureau, David Penix owner of a real estate company, and Chris Thomas of WRDW News 12.

Mr. King called the meeting to order at 8:40 am and welcomed everyone. He did not have a Vice Chair report to make.

In Mr. Roberts' absence, Mr. King presented the previous meeting minutes. Mr. King asked for a motion to accept the previous meeting minutes. With no additions or corrections, Commissioner Hatney made the motion with a second by Mr. Nixon. All were in favor and the motion passed unanimously.

In the Treasurer's Report, Mr. Nixon presented the financials for March. The February financials were not discussed but were included in board books for board members to review. The March financials are in draft form as the accounting firm is in the process of still closing out GL's for the month-end.

The Balance Sheet shows the cash and the fixed assets.

The Profit & Loss Budget Performance (DDA Operating) Report is for the operating of the DDA office only and does not include SPLOST, Saturday Market or Christmas decorations. Total March income is in the amount of \$16,266.11 and through the first quarter total income year to date is in the amount of \$50,647.75. Total March expenses are in the amount of \$9,403.64. March net income is in the amount of \$6,862.47 and for the first quarter year to date net income is in the amount of \$32,979.65.

Mr. Nixon explained the ER/Business Development March expense was large as related to Masters activities. We are still under the annual budget. The reason there is a nice profit is because we still have not reimbursed the city for salaries.

The DDA Profit & Loss Budget Performance (Consolidated) Report includes operating, Christmas decorations, and SPLOST. The Christmas decoration income is a pass through arrangement. SPLOST expenses in the amount of \$53,100.00 have been paid out on the Ellis Streetscape Program. On a consolidated basis we were short in the amount of \$59,087.66 for the month and were short in the amount of \$33,724.82 for the first quarter.

With no questions or comments, Mr. King asked if there was a motion to accept the Treasurer's Report as information. Commissioner Hatney made the motion with a second by Mr. Bowling. All were in favor and the motion passed unanimously.

In the Directors Report, Ms. Woodard stated the delay in the Ellis Street Streetscape project is due to the fact that when Georgia Power was doing the work on behalf of the JB White's building owner, the JB White's building owner agreed to run the power for our street lights. This did not happen. Revised plans for electrical work have been submitted to the city for approval. There will be a small change order for the revised work plan. We have received shipment of the lights. Once the electrical work is approved by the city we will install them. Since the building owner is now not paying for it, it will be funded with SPLOST money. SPLOST funds are available to cover the cost.

Bid opening May 1st for the Pilot Lighting Project. RFPs have went out and are due April 25th.

Funding has been approved by the city for the Clean Augusta Downtown Initiative and the MOU has been executed. Mr. Jeff Partl is working on a CADI website. CADI statistics year to date are attached to the Director's Report for board members to review.

Saturday Market on the River starts April 18th. With grant money from the CVB, a new Saturday Market website goes live today. A Facebook page has been created and will go live as well. To date \$6,500.00 has been raised in sponsorships with the goal of \$9,000.00.

The Harrisburg Survey contract with Jordan, Jones & Goulding for Phase I has been submitted to the city for approval. A planning meeting was held with JJ & G this past month and data gathering is underway. A public meeting is scheduled for April 28th. Historic Augusta was successful in getting Phase 2 funded in the amount of \$8,400.00.

The next trolley meeting will be April 21st at the DDA office to discuss the field survey and recommendations from the consultant URS.

The Harrisburg Initiative Committee has been meeting on a monthly basis. The First Neighborhood clean-up was February 24th with the Youth Challenge Academy. A police substation has been approved for 1204 Fenwick. Mr. Evans of Platt's Funeral Home has donated the space and Sheriff Strength signed off yesterday. Ms. Woodard introduced Mr. Evans to the board and thanked him for being so gracious and kind to the Harrisburg Community.

The RFP for streetscape improvements on James Brown Blvd is in development as we have received the notice to proceed. The TE Grant amount received for this project is \$215,000.00.

Ms. Woodard and Mr. Warlick have proceeded with the bonds for the TEE Center parking deck. Team meetings were held February 26th and March 8th. The Engagement Letter has been signed by DDA Chairman Steven Kendrick for Smith Gambrell & Russell to proceed with matters regarding the issuance.

A meeting was held March 23rd with MCG Dental School regarding issuing the bonds for the dental school. The deal structure has been discussed and an aggressive schedule has been issued to issue the bonds in August.

The letter for the audit was received very late this year. In 14 days our work was completed and back to the auditor. Ms. Woodard thanked Mrs. Walls for working so diligently.

Ms. Woodard also congratulated Mrs. Fuselier as CADI just celebrated their first birthday.

Ms. Woodard presented the drafted mission statement created at the DDA Retreat. The report and the drafted mission statement will go to the Economic Restructuring Committee for review.

With no questions from the board, Ms. Woodard asked for a motion to accept the Director's Report as information. Mr. Nixon made the motion with a second by Commissioner Hatney. All were in favor and the motion passed unanimously.

With no further business, Mr. King adjourned the meeting at 8:50 am.

Respectfully Submitted,

Julian Roberts, Secretary