

Downtown Development Authority of Augusta, Georgia
Meeting Minutes
July 11, 2019

The regularly scheduled meeting of the Downtown Development Authority of Augusta, Georgia was held on July 11, 2019 at 8:30 a.m. at the DDA Office located at 922 Ellis Street, Suite 100. Those members in attendance were Jack Evans, Rick Keuroglan, Cameron Nixon, Scylance Scott, Jr., DDA Executive Director Margaret Woodard and Legal Counsel Jeb Murray with Commissioner Fennoy and Natalie McLeod not in attendance. Guests and observers included DDA Office Manager Roxanne Walls, James Heffner of First Community Bank, Charles Murdorf of 600 Broad, Damon Cline of The Augusta Chronicle, Frank Mulherin of Weinberger's Business Interiors, Sarah Childers and Bennish Brown of the Augusta Convention and Visitors Bureau, Camille Price of Augusta Tomorrow, Janie Peel of Prime Commercial Properties and Carson Hall and Zach Miloni of Heavener & Associates Construction Company, Inc.

Mr. Scott called the meeting to order at 8:30 a.m. and welcomed everyone. Mr. Scott would like for everyone to delete item#1 under New Business on today's agenda. Mr. Keuroglan made a motion to accept the July 11, 2019 agenda. Mr. Nixon seconded the motion. All were in favor and the motion passed unanimously.

Mr. Scott turned the floor over to Mr. Nixon for approval of meeting minutes. Mr. Nixon presented for approval the May 9, 2019 (regularly scheduled) meeting minutes. With no additions or corrections, Mr. Keuroglan made a motion to approve the May 9, 2019 meeting minutes. Mr. Evans seconded the motion. All were in favor and the motion passed unanimously.

Mr. Nixon did not present the minutes for the Special Called Meetings held on May 21, 2019, June 3, 2019 and June 24, 2019 due to his recusal as meetings pertained to the Depot Project (511 Reynolds Street) and he was not in attendance. Mr. Scott asked board members if everyone had an opportunity to review and then the following motions were made.

With no additions or corrections, Mr. Keuroglan made a motion to approve the Special Called Meeting minutes for June 3, 2019. Mr. Evans seconded the motion. All were in favor and the motion passed unanimously.

With no additions or corrections, Mr. Keuroglan made a motion to approve the Special Called Meeting minutes for June 24, 2019. Mr. Evans seconded the motion. All were in favor and the motion passed unanimously.

With no additions or corrections, Mr. Keuroglan made a motion to approve the Special Called Meeting minutes for May 21, 2019. Mr. Evans seconded the motion. All were in favor and the motion passed unanimously.

Mr. Scott turned the floor over to Ms. Woodard for the Treasurer's Report in the absence of Ms. McLeod. In the Treasurer's Report, Ms. Woodard presented the May 2019 financials. The

balance sheet as of May 31, 2019 reflected the following: total checking/savings in the amount of \$866,996.42; accrued liabilities in the amount of \$36,857.82 for 1st quarter salary payback to the city; long term liabilities in the amount of \$818,086.51 for SPLOST Riverwalk funds that are unspent. The Profit & Loss Budget Performance (DDA Operating) Report reflected the following: total income in the amount of \$12,893.81 which includes May city funding in the amount of \$12,884.17 and interest income in the amount of \$9.64; total expense in the amount of \$13,498.48 which includes economic development in the amount of \$2,513.50 (included in that amount is the 2019 Red Carpet sponsorship in the amount of \$2,500.00), subscriptions in the amount of \$121.90 which is for a one-year on-line subscription to The Augusta Chronicle and annual audit in the amount of \$9,500.00; net income in the amount of -\$604.67. The Profit & Loss Budget Performance (Consolidated) Report reflected the following: total income in the amount of \$12,893.81; total expense in the amount of \$13,498.48; net income in the amount of -\$604.67.

In the Treasurer's Report, Ms. Woodard also presented the June 2019 financials. The balance sheet as of June 30, 2019 reflected the following: total checking/savings in the amount of \$877,828.64; accrued liabilities includes 1st quarter salary payback in the amount of \$36,857.82; long term liabilities in the amount of \$818,839.56 for SPLOST Riverwalk funds that are unspent. The Profit & Loss Budget Performance (DDA Operating) Report reflected the following: total income in the amount of \$12,893.29 which includes June city funding in the amount of \$12,884.17 and interest income in the amount of \$9.12; total expense in the amount of \$35,620.08 which includes office power in the amount of \$1,224.66 (March, April and May) and payroll expenses in the amount of \$32,805.92 for 2nd quarter salary payback; net ordinary income in the amount of -\$22,726.79. The Profit & Loss Budget Performance (Consolidated) Report reflected the following: total income in the amount of \$12,893.29; total expense in the amount of \$35,620.04 which includes a journal entry in the amount of \$.04 to balance deferred inflow to the SPLOST checking account; net ordinary income in the amount of -\$22,726.75. Mr. Nixon asked about the income budgeted for special development legal consultant reimbursement. Ms. Woodard explained that the income amount budgeted is for current and previous years with the special development legal consultant expense budgeted for the current year. We will receive reimbursement for what was paid when we close on the depot property.

Mr. Scott asked for a motion to accept the Treasurer's Report as information. Mr. Nixon made a motion to accept the Treasurer's Report as information. Mr. Keuroglan seconded the motion. All were in favor and the motion passed unanimously.

Mr. Scott turned the floor over to Ms. Woodard for the Director's Report. In the Director's Report, Ms. Woodard gave an update on the following:

Economic Development

Active

- A GCF loan application was received on Monday for a Paul King property and is forthcoming for August approval.

Ribbon Cuttings/Grand Openings/Groundbreakings

- Pexcho's American Dime Museum (216 Sixth Street) – Grand opening held June 8.

- Beans & Bites (956 Broad Street) – Opened June 12.
- Hyatt House (1268 Broad Street) – Ribbon cutting held June 20 at 4 p.m.
- American Journeyman (970 Broad Street) – Soft opening held June 21.

Grant Projects

James Brown Blvd. Phase IV

- TAP grant completed and submitted.

Depot Property

- A status report reflecting documents (purpose and status) for the Depot Project is in board notebooks that includes all documents submitted to-date.
- Following are the two agreements we are working on with this project:
 - Purchase Sale and Development Agreement – This agreement is between the DDA and developer. It gives the developer 270 days for due diligence and was executed October 5, 2018 with documents due June 30, 2019. That deadline was met and all documents were diligently reviewed by the DDA and transmitted to the city. They are satisfied.
 - Grant Proposal – Items required for sale of property and bond issue per this grant proposal have no deadlines for documents listed on the report. We just have to submit to the city to give them ample time to review.

Confusion is believed to have occurred due to the grant proposal as there are items that are required to the city before we can close on the property and bonds can be issued but there are no deadlines for those documents. To further clarify, the weekend before all documents were due we received the construction contract with plans and specifications and after speaking with the chairman of the DDA and others Ms. Woodard was not satisfied with those documents and felt they needed some more detail. She knows what the city is expecting and she asked the developer to go back and add a little more detail to the construction contract and the drawings. In order to protect the developer’s interest and the city’s interest, the DDA asked the developer to extend their due diligence period which was 60 days in which the developer wrote to extend due diligence. They didn’t have to but the city needed to see that they had “skin in the game” and were still staying with the project and they also needed to protect their interests. They have spent half a million dollars to-date on their due diligence and before due diligence they hit about \$150,000.00. We went to legal on Tuesday, July 9 reviewing with the city and we feel they are satisfied.

Downtown Programs

Retail Strategy

- A Retail Strategies Recon Report is in board notebooks.
- A confidential retail report regarding prospects for the retail portion for the historic train depot is in board notebooks.

Other

- The board retreat will be held next month at SharedSpace.

Ms. Woodard introduced Mr. Frank Mulherin of Weinbergers who met with her a few weeks ago at our office and noticed that Mrs. Walls' desk was about to implode. Ms. Woodard thanked Mr. Mulherin for graciously donating a new workstation to the DDA for Mrs. Walls.

Ms. Woodard asked for a motion to accept the Director's Report as information. Mr. Keuroglian made a motion to accept the Director's Report as information. Mr. Evans seconded the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. Scott turned the floor over to Ms. Woodard to present an application to approve DDA SPLOST funds for SharedSpace sidewalk. The application is for funds requested by Mr. Danny Levison in the amount of \$8,817.88 for sidewalk repair. The sidewalk in front of SharedSpace is in bad shape. She has met with Mr. John Ussry of Augusta Traffic Engineering Division and the total cost to repair the sidewalk is \$8,817.88. This work would be put on a project list with a contractor that is already doing something there to come in and replace some of the sidewalk pending application approval by board. We have \$150,000.00 earmarked for this program.

Mr. Nixon made a motion to approve DDA SPLOST funds for SharedSpace sidewalk. Mr. Evans seconded the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. Scott turned the floor over to Mr. Bennish Brown of the Augusta Convention and Visitors Bureau for a Destination Augusta/All in Augusta update. Destination Blueprint and All in Augusta are companion visions, companion strategies that were done at separate times but support each other. All in Augusta is the part that tries to secure funding for some of the strategies included in Destination Blueprint. The Destination Blueprint handout identified opportunity areas by the consultant and a summary of project descriptions and timing. The other handout was a timeline for All in Augusta. Mr. Brown spoke of the accomplishments achieved at this point and going forward. Mrs. Sara Childers of the Augusta Convention and Visitors Bureau gave an update on Augusta & Co. Copies of both handouts were distributed.

With no further business to discuss, Mr. Keuroglian made a motion to adjourn. Mr. Evans seconded the motion. All were in favor and the motion passed unanimously.

The meeting adjourned at 9:12 a.m.

Respectfully submitted,
Cameron Nixon, Secretary