

**Downtown Development Authority of Augusta, Georgia**  
**Meeting Minutes**  
**June 9, 2016**

The regularly scheduled meeting of the Downtown Development Authority of Augusta, Georgia was held on June 9, 2016 at 8:30 a.m. at the DDA office located at 936 Broad Street, Suite 107. Those members in attendance were David Hutchison, Natalie McLeod, Cameron Nixon, Scylance Scott, Jr., DDA Executive Director Margaret Woodard, and Legal Counsel Byrd Warlick. Guests and observers included DDA Office Manager Roxanne Walls, Augusta-Richmond County Deputy City Administrator Ted Rhinehart, Camille Price of Augusta Tomorrow, Janie Peel of Prime Commercial Properties, and Martine Roberts of Unique Janitorial and Maintenance Service. Those members not in attendance were Commissioner Fennoy and Rick Keuroglan.

Mr. Scott called the meeting to order at 8:30 a.m. and thanked our partners for their commitment in helping us to build a better downtown Augusta.

Prior to approving the agenda, Mr. Scott asked the Board to add under new business as line item number two, a resolution for the line of credit for SPLOST VI for the Riverwalk project. Mr. Scott then asked for a motion to approve the agenda. Mr. Hutchison made the motion. Mr. Nixon seconded the motion. All were in favor and the motion passed unanimously.

Mr. Scott presented for approval the special called meeting minutes from May 3, 2016 and the previous regular meeting minutes from May 12, 2016. With no additions or corrections, Mr. Nixon made the motion to approve the special called meeting minutes from May 3, 2016 and the previous regular meeting minutes from May 12, 2016. Mr. Hutchison seconded the motion. All were in favor and the motion passed unanimously.

In the Treasurer's Report, Ms. McLeod presented the financials. The balance sheet as of May 31, 2016 reflected total checking/savings in the amount of \$35,691.80; accounts payable in the amount of \$11,923.93 which consists of Cooper Carry invoices accrued at year-end. The Profit & Loss Budget Performance (DDA Operating) Report reflected the following for May 2016: total income in the amount of \$12,901.98; largest expense reflected for the month is the annual audit expense in the amount of \$6,250.00 which is the final billing for our 2015 audit; total expenses in the amount of \$7,996.63; net ordinary income in the amount of \$4,905.35. The Profit & Loss Budget Performance Report (Consolidated) reflected the following for May 2016: total income in the amount of \$12,902.09; net ordinary income in the amount of \$415.46. Ms. McLeod and Mr. Scott asked the Board if there were any questions. Hearing none, Mr. Scott asked for a motion to accept the Treasurer's Report as information. Mr. Hutchison made the motion. Mr. Nixon seconded the motion. All were in favor and the motion passed unanimously.

In the Director's Report, Ms. Woodard updated the Board on the following:

## **Active ED Projects**

### **GCF Loan – 1162 Broad Street**

- We received an approval letter last week from the Georgia Cities Foundation for a loan in the amount of \$250,000.00 and we will close on the loan once the project is completed.
- Mr. Osbon is still trying to finalize plans for the 10 walk-up apartments.

### **Other**

- We have had two meetings with a South Carolina brewery and they will be back in town next week to look at final sites. We have provided them with financing packages which includes information for the Georgia Cities Foundation loan, Green Fund and CSRA Business Lending.
- The Depot Property project will now be called Project 511. The IGA was approved by the Augusta Commission. The draft development agreement has been completed and is under review with the developer. We will have to go back to the Augusta Commission for approval of the development agreement.

### **SPLOST VI Project (Riverwalk)**

- The preliminary projects (arches, shade structures, some lighting and landscaping at east end near St. Paul's Church and walking loop at upper west end) were approved by the Augusta Commission.
- We should receive design proposals from Cooper Carry on three of these projects this week.
- The GB&T line of credit will be discussed under new business on today's agenda.
- Final project designs will be presented to Board for approval and will then be taken to the Augusta Commission for approval.

## **Downtown Programs**

### **Retail Strategy**

- Retail Strategy just returned from the ICSC Las Vegas RECon conference and a confidential report regarding who they met with is in Board books for review.
- Retail Strategy has again met with small mixed-use developer Sullivan Wickley as they are again interested in the Augusta market and are looking at sites.
- IHOP, Newk's, Jimmy John's and Barberito's are still looking in our market and are trying to narrow down sites. Jimmy John's was interested in the old Wife Saver site but the site would not work due to the egress.
- We are looking at the next steps for Affordables Apparel and have some sites on Broad Street to start discussion.
- Due to the success of the Affordables Apparel pop-up store held in March, we are looking at doing another pop-up store at 600 Broad Street possibly with Dress-Up. Dress-Up has eight locations in Georgia and has Augusta on the radar screen. We are going to try to have a pop-up store every month or every other month at that location and will work with ARC in coordinating.

## **Grant Projects**

### **James Brown Boulevard – Phase I**

- The punch list is 95 percent completed.

- The trees will be planted in the fall as we missed the spring planting season.
- Total project funding in the amount of \$812,500.00 and we came in under budget with total project costs in the amount of \$807,340.00 which includes \$32,377.00 in approved change orders.
- A ribbon cutting will be scheduled at project completion.

### **James Brown Boulevard – Phase II**

- The check list from city procurement has been received and the RFQ will go out to start the design work which starts at Twiggs Circle and comes back towards the Augusta – Richmond County Judicial Center on Walton Way.
- The goal is to have an engineer approved by August.

### **Jones Street Alley**

- The concept design drawings are 90 percent completed and Augusta-Richmond County Deputy Administrator Ted Rhinehart is assisting with getting those drawings to department heads for comment. Once comments are received, drawings will be completed.
- The next step is preliminary design approval by the Augusta Commission.

### **Laney-Walker Corridor**

- Retail Strategies is working with Augusta-Richmond County Housing and Community Development on a retail strategy and other development opportunities as well as a small grocery store.

### **Downtown Advisory Panel (DAP)**

- A meeting was held on May 25<sup>th</sup>.
- One of the items that the panel is working on is reviewing the skateboarding ordinance.
- The panel will review some other ordinances at the next meeting such as the sidewalk ordinance and the alcohol ordinance as it pertains to churches.

Mr. Hutchison is the DDA representative on DAP. Mr. Nixon asked about over-site and the plan for communication. With no protocol in place and after a brief discussion, rather than a regular monthly report, Mr. Hutchison will report items of merit to the Board as needed. The panel is currently focusing on the skateboarding ordinance and is reviewing older ordinances to see if revisions need to be made to promote development and move forward as a city. If there are ordinance issues that are prohibiting development, the DDA could bring it to the attention of the panel and they could begin conversations with the different city groups.

### **Other**

- Ms. Woodard was the guest speaker at the “Women in Business” luncheon held on April 19 and updated the group on retail strategies, retail trends and what the DDA is doing.
- A board member and staff member from the Savannah Redevelopment Corporation were in Augusta on May 13 and met with Ms. Woodard. This group concentrates on two corridors in Savannah. With the past mayor, this group was dissolved and economic development was handled in-house. However, the current mayor wants to bring this

group back. The Savannah Redevelopment Corporation would like for us to go to Savannah “to help them get the ball rolling”.

Mr. Scott asked the Board if there were any questions. Mr. Hutchison asked Ms. Woodard about the update available properties/sites inventory underway and on-going item located under downtown programs on the Director’s Report. This information is for DDA and Retail Strategies. The user would call our office and this information would be used to match the user with the square footage they need for us or a broker to show the space. Currently, we do have some available properties on our website to assist area brokers. Mr. Scott asked if any further questions. Hearing none, Mr. Scott asked for a motion to accept the Director’s Report as information. Mr. Nixon made the motion. Mr. Hutchison seconded the motion. All were in favor and the motion passed unanimously.

Under New Business, Mr. Scott as chairman would like to refer the agenda item to discuss/approve renewal of DDA retail strategy back to committee to vet and bring back a recommendation to the Board and asked for a motion. Mr. Nixon made the motion. Ms. McLeod seconded the motion. All were in favor and the motion passed unanimously. Mr. Scott also appointed Mr. Nixon, Ms. McLeod and himself to that committee.

Under New Business, Mr. Scott turned the floor over to Legal Counsel Warlick to present a resolution for the line of credit for SPLOST VI for the Riverwalk project as the loan has been modified from \$1 million to a revolving loan of \$200,000. On April 14, 2016, the DDA Board approved a loan from Georgia Bank & Trust in the amount of \$1 million. Since then there has been some renegotiation and that loan has been modified to a revolving loan of \$200,000. Legal Counsel Warlick read the resolution to the Board for this modification. Mr. Nixon made the motion to approve the resolution with the modification. Mr. Hutchison seconded the motion. All were in favor and the motion passed unanimously.

With no further business to discuss, Mr. Scott asked for a motion to adjourn. Mr. Nixon made the motion. Mr. Hutchison seconded the motion. All were in favor and the motion passed unanimously. The meeting adjourned at 8:56 a.m.

Respectfully submitted,

Scylance Scott, Jr., Chairman