

## **CHAMBLEE DOWNTOWN DEVELOPMENT AUTHORITY**

Regular Meeting Minutes  
Tuesday, January 24, 2017 – 6:30pm  
Chamblee City Hall Conference Room  
5468 Peachtree Road, Chamblee, GA 30341

A regular meeting of the Chamblee Downtown Development Authority was held on Tuesday, January 24, 2017, at the Chamblee City Hall at 5468 Peachtree Road. Board members in attendance: John Boggs, David Carter, Ronni French, Van Pappas, Leslie Robson, and Brian Ray. Also attending were Economic Development Manager Adam Causey, City Manager Jon Walker, Counsel Dan McRae and members of the public.

**CALL TO ORDER:** The meeting was called to order by Chairman David Carter at 6:30pm.

### **APPROVAL OF MINUTES:**

- a. Regular Meeting, December 21, 2016: **Motion by Brian Ray to approve the December 21, 2016 regular meeting minutes as submitted, seconded by Van Pappas with Carter, French, Pappas, Boggs, Robson, and Ray voting to approve.**

**CHAIRMAN'S REPORT:** Chairman Carter deferred the Chairman's Report to new business

**FINANCIAL REPORT:** Adam Causey reviewed the Financial Report, as Treasurer Paige Perkins was not in attendance. He also reported that we had made repairs to the Voyles property: a door needs to be replaced and the breezeway will be removed. Ronni French noted that the 2017 budget included real estate commissions for the Table & Chairs building. This commission should be eliminated from this budget. Paige Perkins will rotate off the CDDA Board in March, and Brian Ray was elected to replace her as Treasurer. He will meet with Paige prior to that time to become familiar with the process.

## **OLD BUSINESS:**

**Budget:** The board reviewed the 2017 proposed budget. There was discussion regarding the City's offer to handle the CDDA finances on a day-to-day basis. Van Pappas stated that he felt the CDDA needed to be independent, and that we had never agreed to for the city to serve as CPA for the Authority. Leslie Robson suggested that we get quotes from local accountants to serve as our CPA. There was discussion regarding the payment due from the Olmsted Project, and the developer needs to let us know what that payment will be. Brian Ray asked who would verify that amount. Mr. Causey stated that there is an annual report requirement for that project. Van Pappas also asked about the Whole Foods project administrative fees. **Motion by Van Pappas to approve the 2017 budget, seconded by Leslie Robson, with Carter, French, Pappas, Boggs, Robson, and Ray voting to approve.**

**Trackside Development Update:** Gary Matthews and Eli Green of Trackside Development and Josh Harrison, CFO of Pattillo Construction were present to discuss the specifics of the abatement request, providing a Fiscal Impact Analysis of the project by Robert Lann Consulting. There was extended discussion about the merits of the project and the need for an abatement to make the project financially feasible. The size and structure of the abatement were discussed, as well as the need for further information. Rather than table a decision until the February meeting, Chairman Carter suggested a Special Called Meeting for February 7. It will be held at the Civic Center at 8:00 p.m. since the Conference Room is already scheduled for another meeting.

## **NEW BUSINESS:**

**Town Center Discussion:** City Manager Jon Walker reported that Adam Causey had created an RFQ to seek developers for the Town Center. Mr. Walker noted that the City had staff available to assist in reviewing the RFQs submitted along with the Board. The DDA would be the deciding body for the project. Brian Ray noted that the proposal should require specificity – the LCI study is too broad, and should provide more guidance about what we want in order to get useful proposals. There should be an Information Session for those interested in applying. Ray suggested issuing an RFQ with a 30 day response period, with review at the March meeting of the CDDA. A Review Team including an additional City Council member and a Development Department staff member, will be appointed. This team will review all applications and make recommendations to the CDDA Board.

**Motion by Brian Ray to issue the RFQ as discussed with a 30-day response period, seconded by Leslie Robson, with Carter, French, Pappas, Boggs, Robson, and Ray voting to approve.**

**Motion by Van Pappas to create a Review Team, to include the Development Department Director, Jon Walker and Adam Causey to recommend to the DDA, which will make the final decision, seconded by Leslie Robson, with Carter, French, Pappas, Boggs, Robson, and Ray voting to approve.**

**PUBLIC COMMENT:** Peter Dyer of IDEA Gallery, noted that he was impressed by our process and the care taken to ensure that we make the best decisions for the City and for interested developers.

**EXECUTIVE SESSION PURSUANT TO O.C.G.A. 50-14-3(b) (1) FOR THE PURPOSE OF DISCUSSING OR APPROVIING A REAL ESTATE TRANSATION:** Motion by David Carter to enter into Executive Session for the purpose of discussing or approving a real estate transaction, seconded by Leslie Robson with Boggs, Carter, French, Pappas, Ray, and Robson voting to approve.

**ADJOURN:** Motion by John Boggs to adjourn, seconded by Leslie Robson with Boggs, Carter, French, Pappas, Ray, and Robson voting to approve.

Respectfully submitted:

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Ronni French  
Secretary of the Chamblee DDA

Approved by the Board on

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Chairman of the Chamblee DDA

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