

**Minutes of the Regular Meeting of the
Downtown Development Authority of Chamblee (CDDA)
Held on January 26, 2016 – 6:30pm
Chamblee City Hall Conference Room
5468 Peachtree Road, Chamblee, GA 30341**

The regular meeting of the Downtown Development Authority of Chamblee, Georgia, (CDDA) was held on Tuesday, January 26, 2016, at the Chamblee City Hall at 5468 Peachtree Road. Board members in attendance: David Carter, Ronni French, Van Pappas, Brian Ray and Leslie Robson. Also attending were City Council members Tom Hogan, and Brian Mock, Economic Development Manager Adam Causey, Authority Dan McRae, and members of the public.

Call to Order: Chairman David Carter called the meeting to order at 6:30 p.m., noting that a quorum was present.

Pledge of Allegiance: Chairman Carter led the group in the Pledge of Allegiance

Approval of Minutes: Regular Meeting, December 22, 2015 - **Motion by Brian Ray to approve the December 22, 2015 regular meeting minutes as submitted, seconded by Leslie Robson with Carter, French, Pappas, Ray and Robson voting to approve.**

Financial Report: Treasurer Paige Perkins was not present for the meeting. Adam Causey noted that we still do not have online access to both accounts, but that this should have been fixed today. He also reported that there was another hole in the roof of the Tables and Chairs building.

Old Business:

Approval of FY 2016 Budget: Adam Causey reviewed the FY 2016 budget. **Motion by Van Pappas to approve the FY2016 Budget as submitted, seconded by Ronni French with Carter, French, Pappas, Ray and Robson voting to approve.** Van Pappas asked that the Façade Grant Program requirements be reviewed. We have \$20,000 budgeted in 2016 for this program. There is a dollar for dollar match up to a \$5,000 limit. Grants may be made at our discretion.

New Business:

Vendor Contracts Discussion: Van Pappas noted that we are now in our third year of operation, and asked if we needed to review current vendor contracts, including: Legal Counsel, CPA, Real Estate, Lee & Associates (Table & Chairs Building, and Website). David Carter reported that he had received excellent advice and direction from Dan McRae, our attorney, that he was a leader in the field of development authority operations, and that his fees were in line with others in the field. There was discussion regarding the cost of the current accountant. Carter noted that municipal and nonprofit accounting have liabilities. It was suggested that we seek other bids for our accounting services. Carter asked that we table a decision on this until the February meeting. The website management contract has been satisfactory. Brian Ray suggested that we may want to update the content sometime in the future.

Project Discussion- 5211 Peachtree Boulevard: James Hickman, property owner, was present, accompanied by a number of people working on this project. This will be a mixed use project with residential and retail space, and they are currently meeting with the City. Leslie Robson asked why he was meeting with the DDA at this point. His family has owned the property for many years, and it has been operated as an automobile dealership. The current dealership is moving, and the family is trying to decide whether to lease to another dealership, or pursue this mixed use project. The site is a prime location for this kind of development, but he noted that they would need some subsidy from the city in order to proceed with this project. No action was taken on the project.

Project Discussion – 5251 Peachtree Boulevard: This project is the site of the old Adrenaline Fitness building. The developer had submitted a PUD application to the City in October, 2015, will go before the ARB on Feb. 2, and meet with the Council on Feb. 11. Their original plan called for a podium built design. Because of the high cost of concrete in Atlanta the design was changed to a wrapped deck rather than the preferred podium built design. If the City wants the podium built design, the developer will need financial help from the City – approximately \$6 million. No action was taken on this project.

Main Street Report:

Gateway Art Project: Adam Causey reported that we are still waiting for a signed agreement from MARTA for the Wall Mural at Peachtree Boulevard and Peachtree Road. After reviewing several options for a competition, it was decided to create a 2 part RFP – the first for an artist, and the second for the installation of the mural. The Main Street Promotions Committee will meet next week to begin the process.

2016 Main Street Memorandum of Understanding: Adam Causey reviewed the 2016 MOU which must be signed this month. **Motion by Van Pappas to approve the 2016 Main Street MOU, seconded by Ronni French, with Carter, French, Pappas, Ray and Robson voting to approve.**

Executive Session pursuant to O.C.G.A. 50-14-3(b)(1) for the purpose of discussing or approving real estate transactions:

Adjourn: Motion by Ronni French to adjourn the meeting, seconded by Leslie Robson, with Carter, French, Pappas, Ray and Robson voting to approve.

Respectfully submitted:

Ronni French
Secretary of the Chamblee DDA

Approved by the Board on _____

Chairman of the CDDA _____