

**Minutes of the Regular Meeting of the  
Downtown Development Authority of Chamblee (CDDA)  
Held on August 25, 2015  
Chamblee City Hall  
5468 Peachtree Road  
Chamblee, Georgia**

The Regular Meeting of the Downtown Development Authority of Chamblee, Georgia (CDDA) was held on Tuesday, August 25, 2015. CDDA members present: John Boggs, David Carter, Ronni French, Van Pappas, Brian Ray and Leslie Robson. Also in attendance were Dan McRae, Economic Development Manager Adam Causey, and members of the public.

**Call to Order:** Chair David Carter called the meeting to order at 6:40 p.m.

**Pledge of Allegiance:** David Carter led the group in the Pledge of Allegiance

**Van Pappas made a motion to amend the Agenda to discuss placing the American Flags in the City on special Holidays and to discuss the Main Street Promotions Committee. Seconded by Leslie Robson, and carried unanimously.**

**Approval of Minutes:**

- Regular Meeting, July 28, 2015 and Executive Session, July 28, 2015: **Motion by Leslie Robson to approve the July 28, 2015 regular meeting and Executive Session minutes as submitted and seconded by Van Pappas was unanimously approved.**

**Financial Report:** Treasurer Paige Perkins was not in attendance, so a motion to table the report until the end of the meeting was made by David Carter seconded by Van Pappas was unanimously approved. Financial report was tabled until the September meeting.

**Main Street Committee Report:**

**Committee Updates:**

**Promotions Committee:** Kim Frederickson and Katja Lauterbach brought the CDDA up to date with their activities. They are proposing a Coupon Book for area businesses similar to the Town Brookhaven coupon book, which has been very successful. They have met with the company that works with Town Brookhaven, Peachtree Center, Ponce City Market and other retail developments. Cost to design, print and distribute 5,000 copies would be \$4775.00. The Promotions Committee is requesting funding help from the CDDA.

A question was raised about the CDDA providing funding if businesses outside its boundaries are included. Dan McRae noted that if it is beneficial to the Downtown area, this can be done. Brian Ray noted that all businesses should pay some amount to be included in the Coupon Book. He asked if the DeKalb CVB could participate in this funding as well. Adam Causey said it could not.

It was decided to table this request until September, to decide what businesses would pay to participate. Adam will see if the City will help fund this effort as well.

**Design Committee:** There was discussion about the benefits of National Register of Historic Places designation for Downtown or select properties. There are many tax benefits. There is a need to inform property owners of the benefits.

**Annual Accreditation Standards Review:** A copy of the National Main Street Program Accreditation Criteria was provided by Adam Causey. A Main Street Program must fully meet 9 of the 10 standards to continue its accreditation. The Historic Preservation Standard will be the most difficult for the CDDA to meet.

**Projects Update:**

- **Renaissance Fellow Intern** –Our intern, Juan de Silva, will make a presentation of his work this summer at City Hall on Thursday, August 27, at 11:30 a.m. The public is invited to this presentation.
- **American Flags** – a motion was made by Brian Ray, seconded by John Boggs, to place American Flags throughout the Downtown area on the following holidays: Presidents’ Day, Memorial Day, Flag Day, Independence Day and Veterans’ Day. Motion carried unanimously.

**Public Comment:** Tom Hogan suggested that the CDDA should have someone speak at the City Council Work Sessions to report on our activities. If the Chair is not available to speak, he should designate someone to report for him.

**Executive Session pursuant to O.C.G.A. 50-14-3(b)(1)**

**Motion by Leslie Robson, seconded by Brian Ray to go into Executive Session to enter into Executive Session per O.C.G.A 50-14-3(b)(1), carried unanimously, to discuss a real estate matter.**

**A motion to table the Financial Report until the September board meeting was made by David Carter seconded by Leslie Robson was unanimously approved.**

**Motion to Adjourn was made by Brian Ray, seconded by Van Pappas, and carried unanimously.**

Respectfully submitted:

Ronni French  
Secretary of the Chamblee DDA

Approved by the Board on \_\_\_\_\_

Chairman of the CDDA \_\_\_\_\_