

CHAMBLEE DOWNTOWN DEVELOPMENT AUTHORITY

Regular Meeting Minutes
Tuesday, August 23, 2016 – 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, August 23, 2016, at the Chamblee City Hall at 5468 Peachtree Road. Board members in attendance: John Boggs, David Carter, Ronni French, Van Pappas, Paige Perkins, Leslie Robson and Brian Ray. Also attending were Board Counsel Dan McRae, Economic Development Manager Adam Causey, and members of the public.

Call to Order: The meeting was called to order by Chairman David Carter at 6:30pm.

Approval of Minutes:

Regular Meeting, July 26, 2016: **Motion by Van Pappas to approve the July 26, 2016 regular meeting minutes as submitted, seconded by Leslie Robson with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.**

Executive Session, July 26, 2016: : **Motion by Brian Ray to approve the July 26, 2016 regular meeting minutes as submitted, seconded by Leslie Robson with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.**

Chairman's Report: Chairman Carter reported that City Council retreat was scheduled for Saturday, October 22 at the Century Center Marriott. No details are available yet. He has suggested that Bill Floyd, former Mayor of Decatur, be used as the facilitator for the CDDA retreat this fall. Floyd is now a consultant, partnering with Craig Lesser, former head of the Georgia Dept. of Economic Development. Leslie Robson suggested that we find out what he would propose and what the costs would be.

Financial Report: Paige Perkins reported that the final audit report has been received. Only one problem was reported – the CDDA needed to get w-9 form for our accountant from the City to be filed with state by our auditors. Perkins had requested the W-9 but it was not prepared.

Old Business:

Malone on Peachtree (5251 Peachtree Boulevard) MOU: The applicant has requested that the MOU be modified under Section 4.5 Community Recovery to change the 100% goal to 70%, citing unknown final construction costs as the rationale. Dan McRae recommends voting against this change. **Motion by Van Pappas to approve the MOU as submitted, seconded by Brian Ray with Boggs, Carter, French, Pappas, Perkins, Robson and Ray voting to approve.**

The applicant is concerned that there is not enough time for permits to be issued in time for the December 31, 2016 closing. Schedule 1.10 –Development Schedule is incomplete, and applicant was asked to present a complete schedule by the September meeting.

Motion by Brian Ray to authorize the Chair to executive the MOU on the condition that the dates in Schedule 1.10 are submitted by the applicant and accepted by the Chair with a closing date no later than January 31, 2017, seconded by Leslie Robson with Boggs, Carter, French Pappas, Perkins, Robson and Ray voting to approve.

New Business:

- a. **Consideration of Bond Resolution and Commitment Letter for 5442 Peachtree Road:** The Board reviewed the documents as presented. Dan McRae suggested that at some point we should consolidate our holdings under one Bond Trust Indenture. Van Pappas asked if this could happen once we close on the two properties currently under contract. Dan McRae was asked to proceed with the bond consolidation following the closings on these properties.

Motion by Van Pappas to approve the Bond Resolution and Commitment Letter/Term Sheet for the property at 5442 Peachtree Road, seconded by Leslie Robson with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.

Also presented for consideration were a Parking Lease Agreement for the property at 5442 Peachtree Road, and a standard Form Lease Agreement prepared by Dan McRae to be used in the future.

Motion by Leslie Robson to approve the form of the Parking Lease Agreement and authorize the Chair to execute for property at 5442 Peachtree Road, seconded by Ronni French with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.

Motion by Brian Ray to approve the Form Lease Agreement, seconded by Leslie Robson with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.

- b. **Consideration of Bond Resolution and Term Sheet for 2124 and 2138 American Industrial Way:** **Motion by Van Pappas to approve the Bond Resolution and Commitment Letter/Term Sheet for property at 2124 and 2138 American Industrial Way, seconded by Brian Ray with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.**

- c. **Façade Grant Program**

Motion by Van Pappas to move discussion of the Façade Grant Program to the September 2016 meeting, seconded by Ronni French with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.

Main Street Program:

New Business: Historic Resources proposal: Peter Dyer presented a proposal for the organization, expansion and maintenance of the City's historic photographic and media collection. He is requesting a grant of \$9,000 to fund this project. Work would be done in two phases; a working phase and a product phase. There was discussion about where these articles might be stored once the project is complete. There is not appropriate space available in City Hall at this time.

Motion by Paige Perkins to recommend spending \$4,500 from the Main Street Fund for activities identified as Phase I in the proposal outline, seconded by Leslie Robson with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.

Adam Causey reported that the Mural Project is moving forward. He had been previously authorized to negotiate with the 2 artists who received the most votes for the project. Because of difficulties working with the first artist, Michael Jones has been chosen to design and execute the Mural. Agreement between MARTA and the City and Michael Jones and the City are underway. The Board expressed frustration at the slow progress on this project. Paige Perkins noted that Adam Causey is stretched too thin, and needs help with all he is responsible for.

Public Comment: There was no public comment.

Executive Session pursuant to O.C.G.A.5-14-3(b)(1) for the purpose of discussing or approving real estate transactions: Motion by Leslie Robson to enter into Executive Session for the purpose of discussing or approving a real estate transaction, seconded by Van Pappas with Boggs, Carter, French, Pappas, Perkins, Ray and Robson voting to approve.

Adjourn: Motion by Van Brian Ray to adjourn, seconded by Paige Perkins with Boggs, Carter, French, Pappas, Perkins, Ray, and Robson voting to approve.

Respectfully submitted:

Ronni French
Secretary of the Chamblee DDA

Approved by the Board on

Chairman of the Chamblee DDA
