

**Minutes of the Regular Meeting of the  
Downtown Development Authority of Chamblee (CDDA)  
Held on April 28, 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, April 28, 2015. CDDA members present: John Boggs, David Carter, Ronni French, Van Pappas, Paige Perkins, Brian Ray and Leslie Robson. Also in attendance were Dan McRae, City Council member Tom Hogan, Economic Development Manager Adam Causey, and members of the public.

**Call to Order:** Chairman David Carter called the meeting to order at 6:27 p.m.

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

**Approval of Minutes:**

- Regular Meeting, March 24, 2015: **Motion by David Carter to approve the March 24, 2015 regular meeting minutes as submitted, seconded by Leslie Robson, unanimously approved.**
- Special Meeting, April 15, 2015. **Motion by Leslie Robson to approve the April 15, 2015 special meeting minutes as submitted, seconded by Leslie Robson. Paige Perkins noted that the minutes did not include the day of the meeting – April 15. Motion by David Carter to approve the minutes as amended, seconded by Brian Ray, and carried unanimously.**

**Financial Report:** Paige Perkins distributed the Balance Sheet and Profit and Loss Statement for March, 2015. The Balance Sheet included the Gateway South land as an asset. The Tables and Chairs building purchase will be reflected in the April Balance Sheet. The Profit and Loss Statement reflected the cash from the closing of the Tables and Chairs building. The new bank account is now open, and we will transition our assets from Wells Fargo in the next few weeks.

**Annual Audit discussion and contract:** Paige Perkins presented the two bids received for the annual audit: Metcalf and Davis - \$7,000; Wilcox and Bivins - \$5,000. These prices could increase since we are now in the audit season. The most time consuming task will be the review of the Olmsted Property documents. If we can wait until July to receive the audit, it will be easier for the chosen firm to complete. Perkins reported that there was no reason not to choose Wilcox and Bivins as our audit firm. **A motion was made by Van Pappas to contract with Wilcox and Bivins for our annual audit, seconded by Leslie Robson, and carried unanimously.**

**Main Street Committee Report:** Adam Causey reported that he had attended the National Main Street Conference in Atlanta in March. There were a number of presentations he thought would benefit the board, and he will provide a link for those presentations.

There is a need for a second joint meeting of the Main Street committees to inform the public about this program and encourage citizen participation. At this meeting, the Next Steps for each of the 4 committees will be available. Leslie Robson asked if it might be valuable for the board to make another field trip to view what other cities are doing. Dan McRae noted that a June program in Atlanta would include a field trip to Atlantic Station. Woodstock and Smyrna were suggested as sites for a field trip as well. The trip to Woodstock was cut short last year due to the weather.

#### **Projects Update:**

- **Georgia Downtown Renaissance Fellows Program** – Adam Causey had earlier sent information on this program to the board. A graduate architectural student from the University of Georgia would serve as an intern for the summer to develop plans for the city on a project to be determined. Danny Bivins of the Ga. Main Street Program and this intern will visit Chamblee on Monday, May 18, for a tour at 11:00 a.m. Board members are invited to join this tour and to suggest potential projects.

Van Pappas asked if murals were currently legal in the city. The city has no ordinance that speaks to murals. Ronni French noted that at an earlier meeting there was a discussion of cleaning and decorating windows in vacant buildings to improve the look of downtown. It was determined that this was not allowed by the city. She suggested that the CDDA look at ordinances in other cities that would allow public art, and use of murals and window displays. No action was taken.

- **Peachtree Broad, LLC** – Gary Sobel of Kauffman Realty Group reviewed the updated plans for the property as presented to the city. A market study by the Noell Consulting Group found a demand for 12,300 sf of retail for this project. The City Planning Department has proposed a plan for “Convertible” space which would allow 15,000 sf of 1<sup>st</sup> floor space to be built out as residential space with commercial infrastructure. When there is greater demand for retail space, these units can be converted. The project needs a significant tax abatement to make the financing work. Without an abatement they cannot develop this property. Van Pappas asked about empowering Adam Causey to work with Sobel. Causey indicated that he wanted some members of the CDDA to be involved. Sobel offered to meet with the board again for an in-depth review of the financials for this project. He indicated that they have not yet begun the PUD effort. It will be expensive, and without the assistance of the CDDA, the PUD would not work. A question was raised as to what would happen if the effort failed. Sobel noted that the abatement did not begin until construction started. Dan McRae noted that the last MOU had a trigger in place to remove funding if progress was not made. Paige Perkins asked that each member carefully review the proposal and give comments to Adam Causey. Leslie Robson noted that she wanted the CDDA to receive some revenue in return for the tax abatement. This proposal will be reviewed again at the May meeting.
- **Spruce Street Partners** – J. R. Connally and Jimmy Banyo presented an update on the project at Peachtree Boulevard and Clairmont Road. This mixed use project on 11 ½ acres will have 500 residential

units (300 in phase 1, 200 in phase 2), 40,000 sf of retail, and office space. They are seeking a tax abatement to help with financing of the project, with some revenue back to the City and the CDDA, but did not request a specific percentage at this time. Chairman Carter asked for the opportunity to review plans and financing in greater detail to see how the CDDA might work with this project.

**Downtown Development Authority of the City of Chamblee Economic Development Revenue Bond – Section 4.7 of the Memorandum of Understanding** – the current MOU contains a provision that if the company fails to make significant program by December, 2016 the CDDA can withdraw the abatement. The developers are scheduled to close the bank loan to finance this project in the immediate future. They are asking that MOU be amended to change the date of December, 2016 to June 30, 2017. This change will not create any additional liability for the City. **Motion by Van Pappas to approve the Amendment as prepared by counsel, seconded by Leslie Robson, and carried unanimously.**

**Public Comments** - Chair David Carter asked for public comments at this time. City Councilman Tom Hogan spoke about the CDDA's method of awarding tax abatements for development within the city, noting that the lack of guidelines leaves the authority open to criticism and possible legal action. He recommends the adoption of guidance criteria for awarding tax breaks.

**Executive Session** – There was no business requiring an Executive Session at this meeting.

**A motion to adjourn was made by David Carter, seconded by Leslie Robson, and carried unanimously.**

Respectfully submitted:

Ronni French  
Secretary of the Chamblee DDA

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

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