

## **CHAMBLEE DOWNTOWN DEVELOPMENT AUTHORITY**

Regular Meeting Minutes

Tuesday, April 24, 2018 – 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, April 24, 2018, at the Chamblee City Hall at 5468 Peachtree Road. Board members in attendance: David Carter, Ronni French, Van Pappas, Robert Pond, Leslie Robson and Robert Smith. Also attending were Council Member John Mesa, Council Member Tom Hogan, Business Outreach Coordinator Laura Linman, and members of the public.*

- 1) **CALL TO ORDER:** The meeting was called to order by Chairman David Carter at 6:30pm.
- 2) **APPROVAL OF MINUTES:**
  - a) **Regular Meeting, March 27, 2018:** Motion by Van Pappas to approve the March 27, 2018 regular meeting minutes, seconded by Leslie Robson, with Carter, French, Pappas, Pond, Robson, and Smith voting to approve.
  - b) **Executive Session, March 27, 2018:** Motion by Van to approve the March 27, 2018 executive session meeting minutes, seconded by Leslie Robson, with Carter, French, Pappas, Pond, Robson, and Smith voting to approve.
- 3) **Chairman's Report:** Chairman David Carter complemented Seven Oaks on their work. The Town meetings were well attended, and their surveys provided valuable information.
- 4) **FINANCIAL REPORT:** Treasurer Brian Ray was not in attendance. The report will be tabled until the April meeting.
- 5) **TOWN CENTER:**
  - a) **Master Plan Concept Discussion:** Bob Voyles and Andrew Roberts of Seven Oaks presented a Street Grid plan, describing the plan for each major street in the downtown area, parking, and public spaces which will connect downtown. The Master Plan will be developed in three phases. Voyles also reported on the potential site for the Art and History Center.

At the April meeting, the team will provide suggestions for downtown zoning.

**6) OLD BUSINESS:**

- a) **Façade Grant request – 5553 Peachtree Road and 5576 Peachtree Road:** Robert Pond was excused from the meeting. At the last meeting, 2 grant requests were approved. These were properly published and all requirements were met. No further action is required.

Director Robert Pond rejoined the meeting.

- b) **Peachtree Crossing:** It was noted by Van Pappas that there was a difference between the County's Tax value and the new owner's valuation. There was discussion about any responsibility by the CDDA to reconcile these, and the need to turn the valuation by the owner over to the Tax Assessor. Dan McRae stated that this is not our responsibility. David Carter noted that we use our own assessment to determine when an abatement ends. He stated that we need to check the valuation at the end of the year – if it does not match the County assessment we should follow up. Dan McRae stated that we could ask the Tax Assessor to review the value. Laura Linman was asked to place this on the August 2018 meeting agenda to revisit.

**7) NEW BUSINESS:**

- a) **Approval of Loan Documents for CFD Chamblee (Olmsted):** Dan McRae reviewed the loan documents for CFD Chamblee – they are now refinancing to a permanent loan, and expressed his approval of the documents. He recommended that we approve the documents subject to such changes that he and Chairman Carter agree to. **Motion by Van Pappas to approve the documents subject to such changes as agreed to by the Chair, seconded by Leslie Robson, with Carter, French, Pappas, Pond, Robson and Smith voting to approve.**

- b) **Election of Officers:** David Carter was nominated as Chair. **Motion by Van Pappas to approve, seconded by Leslie Robson, with Carter, French, Pappas, Pond, Robson and Smith voting to approve.** Van Pappas was nominated as Vice Chair. **Motion by David Carter to approve, seconded by Ronni French, with Carter, French, Pappas, Pond, Robson and Smith voting to approve.** Brian Ray was nominated as Treasurer. **Motion by Van Pappas to approve, seconded by Ronni French, with Carter, French, Pappas, Pond, Robson and Smith voting to approve.** Ronni French was nominated as Secretary. **Motion by David Carter to approve, seconded by Leslie Robson., with Carter, French, Pappas, Pond, Robson and Smith voting to approve.**

- 8) PUBLIC COMMENT:** Kyle Smith introduced himself. He had previously met with Adam Causey regarding 3915 Broad Street. He is interested in the property as a site for a distillery. Dan McRae noted that he is hosting a Sidebar Conference on June 13 at the

Cobb Chamber of Commerce. Development Authority members will receive credit for attending. He also introduced his new associate, Harrison Sullivan.

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

**Motion by Van Pappas to enter executive session for the purpose of discussing real estate transactions, seconded by Leslie Robson, with Carter, Pappas, Pond, Robson, and Smith voting to approve.**

**10) Motion by Leslie Robson to approve the term sheet for the Pierce property, seconded by Robert Pond, with Carter, French, Pappas, Pond, Robson and Smith voting to approve.**

**11) ADJOURN**

**Motion by Ronni French to adjourn, seconded by Leslie Robson, with Carter, Pappas, Pond, Robson, and Smith voting to approve.**

Respectfully submitted:

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Ronni French

Approved by the Board on

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Chairman of the Chamblee DDA

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