

**Meeting of
Downtown Development Authority
&
Development Authority**
Tuesday, February 28, 2017
56 Malone Street – Fairburn, GA 30213
7:00 p.m.

Downtown Development Authority Minutes

I. Call Meeting to Order of the Downtown Development Authority of Fairburn

Chairperson Rhonda Appleby called the meeting to order at 7:00p.m.

Board Members Present: Chairperson Rhonda Appleby, Vice Chair Danita Jones, Mack McCarthy, and David Orr.

Others present were: City Planner, Tarika Peeks, City Attorney, Randy Turner and Interim City Clerk/Secretary, Stephanie Tigner. Also in attendance was Council Member Portis-Jones and Represent.

II. Approval of the Agenda

Danita Jones made a motion to approve the agenda with Mack McCarthy providing the second. **The motion carried.**

III. Approval of August 23, 2016 Minutes

Mack McCarthy made a motion to approve the August 23, 2016 Meeting Minutes with Danita Jones providing the second. **The motion carried.**

IV. New Business

a. Election of Officers

Chairperson Rhonda Appleby opened the floor for nominations for the 2017 Downtown Development Authority Chairperson.

Danita Jones made a motion to nominate Rhonda Appleby as Chairperson with Mack McCarthy providing the second. Chairperson Rhonda Appleby called for other nominations; there were no other nominations; **the motion carried.**

Chairperson Rhonda Appleby opened the floor for nominations for the 2017 Downtown Development Authority Vice Chairperson.

Mack McCarthy made a motion to nominate Danita Jones as Vice Chair with David Orr providing the second. Chairperson Rhonda Appleby called for other nominations; there were no other nominations; **the motion carried.**

Rhonda Appleby made a motion to nominate Stephanie Tigner as the Secretary/Treasurer for the Downtown Development Authority with Danita Jones providing the second. **The motion carried.**

V. Old Business:

Chairperson Rhonda Appleby opened the floor to have discussion on board attendance. She stated there is nothing in the bylaws that addresses attendance. Ms. Appleby reiterated the Mayor and Council appoint board members.

Danita Jones said when the bylaws were revised in 2012 that was one of the things expressed at the time.

City Attorney Randy Turner said you cannot add a provision that would remove members. He said you can place in your bylaws upon so many absences of a member the chair will be authorized to notify the appointing body. He said you can make the suggestion informally.

Danita Jones said I believe this is something to be discussed.

Mack McCarthy said we are one member short. He asked if the Mayor has considered filling the position.

Rhonda Appleby said there was a new business owner in the city that may be interested. She said that she will notify the Mayor. She said the board is crippled at the time, so the extra person does matter when the board is attempting to reach a quorum.

City Attorney Randy Turner advised Rhonda Appleby to speak with the Mayor and Council.

David Orr wanted an update on the RaceTrac and carwash.

City Planner Tarika Peeks said the car wash has obtained a permit; construction has not started.

RaceTrac was going through the Plan Review Process for the LDP (Land Disturbance Permit).

Mack McCarthy asked about the proposed medical center. Tarika Peeks said the medical center will be located on Senoia Road

VI. Strategic Planning Work Session by ARC

ARC representatives Courtney Verdier and Allison Duncan had discussion the following topics:

- The relationship between the Downtown Development Authority and Development Authority.
- To identify the focus and priorities of the DDA and the DA

- Review potential projects and programs for implementation
- Work Program Ideas:
 - Tourism
 - Development
 - Infrastructure

After much discussion, the board identified the following:

- Construct a town square with a water feature
- Marketing with new City brand
- Redevelopment of Hudson Plaza
- Revitalize both sides of Fairburn; to include rural areas
- Address parking in Downtown
- Creating a connection between the Educational Campus and the proposed Town Square

VII. Adjournment

Mack McCarthney made a motion to adjourn with Danita Jones providing the second. **The motion carried.** The meeting adjourned at 8:59pm.

Development Authority Minutes

- I. Call Meeting to Order of the Development Authority of Fairburn
- II. Approval of August 23, 2016 Minutes

Mack McCarthney made a motion to approve the August 23, 2016 Meeting Minutes with Danita Jones providing the second. **The motion carried.**

III. New Business:

- a. Election of Officers

Chairperson Rhonda Appleby opened the floor for nominations for the 2017 Development Authority Chairperson.

Mack McCarthney made a motion to nominate Rhonda Appleby as Chairperson with David Orr providing the second. Chairperson Rhonda Appleby called for other nominations; there were no other nominations; **the motion carried.**

Chairperson Rhonda Appleby opened the floor for nominations for the 2017 Development Authority Vice Chairperson.

Rhonda Appleby made a motion to nominate Danita Jones as Vice Chair with David Orr providing the second. Chairperson Rhonda Appleby called for other nominations; there were no other nominations; **the motion carried.**

Rhonda Appleby made a motion to nominate Stephanie Tigner as the Secretary/Treasurer for the Downtown Development Authority with David Orr providing the second. **The motion carried.**

IV. Old Business: None

V. Adjournment:

Danita Jones made a motion to adjourn the meeting with David Orr providing the second. **The motion carried.** The meeting adjourned at 9:03pm.

Stephanie Tigner, Secretary/Interim City Clerk

Rhonda Appleby, Chairman

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