



# DOWNTOWN DALTON DEVELOPMENT AUTHORITY

## MONTHLY BOARD MEETING

Wednesday, April 20, 2016

Dalton Freight Depot

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### MINUTES

#### Present:

Board members in attendance: John Davis, T.J. Kaikobad, Juan Lama, Meagen Shepard, Katie O'Gwin; Denise Wood, City Liaison; DDDA Staff- Kendra Evans, Tanner Jaco.

#### Call to Order:

Ms. O'Gwin called the meeting to order.

#### Minutes:

Mr. Davis moved that the minutes be approved as presented for the March 16 board meeting, seconded by Mr. Lama. The motion carried. Mr. Davis moved that the minutes be approved for the Special Called Meeting from March 25, seconded by Mrs. Shepard. The motion carried.

#### Financials:

The board agreed to table the financial report until Mr. Carnes could go through and make adjustments and present.

#### New Business:

The board discussed the director's job description. Mr. Davis moved to accept the job description and post it through the City of Dalton for potential candidates to replace Mrs. Evans. Mr. Lama seconded and the motion carried.

Mr. Davis moved that the board go into executive session to discuss personnel, which was seconded by Mrs. Shepard. The motion carried. The board then went out of executive session as moved by Mr. Davis and seconded by Mrs. Shepard. The motion carried.

Mr. Lama made a motion to increase Mrs. Jaco's hourly pay rate by \$1 per hour, to \$12.50 an hour, which was seconded by Mr. Davis. The motion carried.

The board discussed the DDDA's involvement with the lawsuit between the City of Dalton and Mr. Kaikobad. Mrs. O'Gwin informed the board that the DDDA is named in the lawsuit because the organization is the leaseholder for the Dalton Depot building. The DDDA is named for breach of contract for back rent and named in breach of contract for the lease termination. The City asked the DDDA to sign a document allowing the City to act on behalf of the DDDA at the November 2015 Board Meeting. At that meeting, the city's attorney, Mr. Bisson, informed the board that if the board took no action, the existing lease allowed the City to continue as they saw fit. DDDA took no action.

The DDDA staff updated the board on Spring Open House and the upcoming Spring Window Display Competition. The panel judging the displays will be Mayor Dennis Mock, Senator Charlie Bethel, Amanda Brown, and Joanne Lewis.

Mrs. Evans informed the board that the business/property owners on Cuyler Street have organized a petition and a proposal for the Public Safety Commission to put the Streetscape project back in the City's budget for Cuyler Street. The board advised Mrs. Evans to add all of the downtown streets (excluding Crawford) into the proposal and request that the city bring Streetscape to all of them. The board expressed that the DDDA supports the expansion of streetscape to all streets as funds are available and agreed that the DDDA should present at the next Finance Committee or Public Works Committee meeting.

The DDDA staff discussed the upcoming Farmers Market, set to begin on May 7, and updated them on the response they have gotten with the changes in policy for this year.

#### Old Business:

The board agreed to table discussion about 5ks and races in downtown.

The DDDA staff provided an update on the committees that have met since the last board meeting, informing the board that the Economic Vitality committee plans to present to the Public Safety Commission with regard to removing the Fire Suppression System requirement from the Loft and Urban Dwelling Ordinance and adding an exemption for the downtown district to the City's noise ordinance. The DDDA staff informed the board that the Events committee has recommended scaling back or changing the Liberty Tree Festival, and instead joining in a partnership with the Red Carpet Half Marathon to plan a smaller event for runners after the race. The board agreed.

**Reports:**

Chamber: Mr. Kaikobad had nothing to report at this time.

CVB: Mr. Davis reported that the CVB was fully staffed and gearing up for their busy time of year.

City: Ms. Wood had nothing to report.

Public Safety: Lt. Johnson was not present to report at this time.

Staff: Ms. Jaco distributed the DDDA staff reports.

Ms. O'Gwin adjourned the meeting.

Respectfully submitted,  
Tanner Jaco