

AGENDA
CITY OF DAWSONVILLE DOWNTOWN DEVELOPMENT AUTHORITY
City Hall, G.L. Gilleland Council Chambers
Monday, July 26, 2021
5:30 P.M.

1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Approval of the Agenda
5. Approve Meeting Minutes
 - Regular Meeting held March 22, 2021
6. Review Financials and FY 2022 Budget

BUSINESS

7. Request Approval for Georgia Downtown Conference/Training for Jamie McCracken

ANNOUNCEMENTS

ADJOURNMENT

The next scheduled meeting is Monday, September 27, 2021

Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting, should contact the Clerk at Dawsonville City Hall at 706-265-3256 at least two (2) business days prior to the meeting.



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 5

SUBJECT: APPROVE MEETING MINUTES

DDA MEETING DATE: 07/26/2021

PURPOSE FOR REQUEST:

**TO REQUEST APPROVAL FOR THE DDA MEETING MINUTES HELD ON
MARCH 22, 2021**

HISTORY/ FACTS / ISSUES:

OPTIONS:

APPROVE, AMEND OR DENY

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Beverly Banister, City Clerk

MINUTES
CITY OF DAWSONVILLE DOWNTOWN DEVELOPMENT AUTHORITY
G.L. Gilleland Council Chambers, City Hall 2nd Floor
Monday, March 22, 2021
5:30 P.M.

1. **CALL TO ORDER:** Keith Stone called the meeting to order at 5:30 pm.
2. **ROLL CALL:** Present were members Kevin Hammond, Tasha Howell, Stephen Tolson, Keith Stone and Dwight Gilleland. Jamie McCracken was not present.

Also present were City Attorney Kevin Tallant, City Clerk Beverly Banister, Planning Director David Picklesimer and City Manager Bob Bolz.
3. **INVOCATION AND PLEDGE:** Invocation and Pledge were led by Kevin Hammond.
4. **APPROVAL OF THE AGENDA:** Motion to approve the agenda as presented made by S. Tolson; second by K. Hammond. Vote carried unanimously in favor.
5. **APPROVE MEETING MINUTES:**
 - Regular Meeting held November 23, 2020Motion to approve the minutes as submitted made by D. Gilleland; second by T. Howell. Vote carried unanimously in favor.
6. **REVIEW FINANCIALS:** DDA financials presented through February 28, 2021.

BUSINESS

7. **APPROVAL REQUEST FOR OWNERSHIP OF DDA PROPERTIES TO BE TRANSFERRED TO CITY OF DAWSONVILLE:** Planning Director David Picklesimer requested nine properties that are in the DDAs name for ownership to be transferred back to the City for the purpose of updating the City's Zoning map. Attorney Tallant further explained the history of the properties being titled in the DDAs name and the process of transferring the properties.

Motion to authorize the DDA Chairman to execute the deeds once the determination is made that there are no impediments to transfer titles from the DDA to the City of Dawsonville made by S. Tolson; second by D. Gilleland. Vote carried unanimously in favor.

ANNOUNCEMENTS:

Brief discussion of funding fireworks for the 2021 Independence Day celebration.

ADJOURNMENT:

At 5:45 p.m. a motion to adjourn the meeting was made by S. Tolson; second by K. Hammond. Vote carried unanimously in favor.

Minutes approved at the July 26, 2021 meeting

Signatures:

Keith Stone, Chair

Kevin Hammond, Vice Chair

Tasha Howell, Treasurer/Secretary

MINUTES
CITY OF DAWSONVILLE DOWNTOWN DEVELOPMENT AUTHORITY
G.L. Gilleland Council Chambers, City Hall 2nd Floor
Monday, March 22, 2021
5:30 P.M.

Dwight Gilleland

Jamie McCracken

William Illg, Councilmember

DRAFT



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 6

SUBJECT: REVIEW FINANCIALS AND FY 2022 BUDGET

DDA MEETING DATE: 07/26/2021

PURPOSE FOR REQUEST:

TO REVIEW DDA CHECKING ACCOUNT ACTIVITY THROUGH JUNE 30, 2021 AND THE
FY 2022 BUDGET

HISTORY/ FACTS / ISSUES:

OPTIONS:

RECOMMENDED SAMPLE MOTION:

FY 2020-2021 DDA Checking Account Activity

FY			<u>Deposits</u>	<u>Interest</u>	<u>Checks</u>	<u>Ending Balance</u>
2020-21	Cleared Activity					
Jul-20		20,950.90	0.00	0.00	0.00	20,950.90
Aug-20		20,950.90	0.00	0.00	0.00	20,950.90
Sep-20	Deposit Grant Application	20,950.90	50.00	0.00	0.00	21,000.90
Oct-20	Check #5117	21,000.90	0.00	0.00	1,078.50	19,922.40
Nov-20	Check #5118+ Deposit	19,922.40	25,000.00	0.00	58.58	44,863.82
Dec-20		44,863.82	0.00	0.00	0.00	44,863.82
Jan-21	Check #5119	44,863.82	0.00	0.00	1,108.23	43,755.59
Feb-21	Check #5120 + #5121	43,755.59	0.00	0.00	25,000.00	18,755.59
Mar-21	No activity	18,755.59	0.00	0.00	0.00	18,755.59
Apr-21	No activity	18,755.59	0.00	0.00	0.00	18,755.59
May-21	Check #5122	18,755.59	0.00	0.00	1,179.50	17,576.09
Jun-21	No activity	17,576.09	0.00	0.00	0.00	17,576.09
			<u>25,050.00</u>		<u>28,424.81</u>	

9/21/2020	Miles, Hansford & Tallant	5117	1,078.50
10/26/2020	Miles, Hansford & Tallant	5118	58.85
1/5/2021	Miles, Hansford & Tallant	5119	1,108.23
2/2/2021	Dawsonville History Museum	5120	12,987.78
2/18/2021	Dawsonville History Museum	5121	12,012.22
4/23/2021	Miles, Hansford & Tallant	5122	1,179.50
			<u>28,425.08</u>

REVENUE	DOWNTOWN DEVELOPMENT AUTHORITY FUND (DDA) - 285			
Account #	Account Description	2021-22 Recmnd	2020-21 Budget	2019-20 Budget
285-7550-000000	DOWNTOWN DEVELOPMENT AUTHORITY (DDA)	25,000.00	17,500.00	42,500.00
285-7500-740000	TRANSFER IN FROM RESERVES	4,400.00	25,000.00	0.00
	DDA FUND 275 Revenue Totals	29,400.00	42,500.00	42,500.00

EXPENDITURES	DOWNTOWN DEVELOPMENT AUTHORITY FUND (DDA) - 285			
Account #	Account Description	2021-22 Recmnd	2020-21 Budget	2019-20 Budget
285-7500-521200	PROFESSIONAL LEGAL	2,000.00	2,000.00	2,000.00
285-7500-521201	PROFESSIONAL ACCOUNTING	1,200.00	1,200.00	1,200.00
285-7500-521203	PROFESSIONAL OTHER	0.00	2,400.00	2,400.00
285-7500-523300	ADVERTISING	0.00	200.00	200.00
285-7500-523700	EDUCATION & TRAINING	1,200.00	1,200.00	1,200.00
285-7500-531000	FIREWORKS PURCHASE	0.00	10,000.00	10,000.00
285-7500-531100	SUPPLIES	0.00	500.00	500.00
285-7500-540000	GRANT DISBURSEMENTS	25,000.00	25,000.00	25,000.00
285-7550-531000	OTHER EXPENDITURES FROM RESERVES	0.00	0.00	0.00
	DDA FUND 275 Expenditure Totals	29,400.00	42,500.00	42,500.00

DDA FUND 275 Revenue Totals	29,400.00
DDA FUND 275 Expenditure Totals	29,400.00



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 7

SUBJECT: REQUEST APPROVAL FOR GEORGIA DOWNTOWN CONFERENCE/TRAINING
FOR JAMIE MCCRACKEN

DDA MEETING DATE: 07/26/2021

PURPOSE FOR REQUEST:

**TO CONSIDER REQUEST TO APPROVE EXPENSES ASSOCIATED WITH THE GEORGIA
DOWNTOWN CONFERENCE/TRAINING FOR JAMIE MCCRACKEN**

HISTORY/ FACTS / ISSUES:

- **SEE ATTACHED REQUEST AND DOCUMENTS FOR DETAILS**
 - **COST WILL EXCEED THE FY 2022 BUDGET FOR TRAINING. THE FUNDS CAN COME FROM RESERVES TO COVER THE DIFFERENCE AND ANY OTHER TRAINING THAT OCCURS THROUGHOUT THE YEAR. A BUDGET AMENDMENT WILL JUST NEED TO BE APPROVED AT THE END OF THE YEAR.**
-

OPTIONS:

RECOMMENDED SAMPLE MOTION:



City of Dawsonville
415 Highway 53 East Suite 100
Dawsonville, Georgia 30534
Phone: (706)265-3256
Email: clerk@dawsonville-ga.gov
Website: www.dawsonville-ga.gov

Training/Travel Request

Name: Jamie McCracken

Board: Downtown Development Authority

Training: Georgia's Downtown Association Annual Conference

Dates: August 16 - 20, 2021

Location: Brasstown Valley Resort

Approx. Cost: \$1600.00
(includes convention, training, lodging, meals, mileage)

Join us for the 2021 Georgia Downtown Conference August 16-20 Brasstown Valley Resort



Registration is now OPEN, signup today!

[REGISTER](#)

2021 Conference Resources

- [Schedule of Events](#)
- [Hotel Reservation Link](#) or call 800-201-3205
- [Silent Auction Item Form](#)
- [Conference Registration Form](#)

- **Sponsorship Form**
- **Exhibitor Registration Form**

There is only one gathering in Georgia each year that brings together people who understand exactly what kind of work you do... the kinds of opportunities specifically available to a community like yours... the types of challenges you face and the creative ways to overcome them. It's the **Georgia Downtown Conference**. Nearly 20 sessions, tours, and networking events will be offered to assure you an enlightening conference experience. The Georgia Downtown Conference is designed to further educate individuals on issues affecting downtown development on a national and statewide level, reinforce existing downtown development efforts, and help plan for future initiatives. It is a conduit to promote downtown and economic development through public awareness, governmental relations, and education. The highlight of the conference will be the Georgia Downtown Awards Ceremony where the accomplishments of those organizations and individuals who have demonstrated outstanding achievement and improvement in Georgia's traditional downtowns will be celebrated.

Previous Georgia Downtown Conference Locations

- 2020 Virtual
- 2019 Jekyll Island
- 2018 Braselton
- 2017 Columbus
- 2016 Athens
- 2015 National Main Street Conference in Atlanta
- 2014 Decatur
- 2013 Savannah
- 2012 LaGrange

Georgia Downtown Association

201 Pryor Street, SW

Atlanta, GA 30303

Phone: (678) 686-6256

Fax: (678) 686-6356

[HOME](#)

[ABOUT](#)

[PARTNERS](#)

[NETWORKING](#)



Schedule of Events

GDA'S ANNUAL DOWNTOWN CONFERENCE
AUGUST 16-19 | BRASSTOWN VALLEY RESORT
YOUNG HARRIS, GEORGIA

TENTATIVE

MONDAY, AUGUST 16

3:00 – 4:30 pm	Exhibitor Set up
4:30 – 6:00 pm	Welcome Reception with Exhibitors
Open	Dinner on Your Own

TUESDAY, AUGUST 17

8:00 – 9:00 am	Buffet Breakfast in Restaurant
9:00 – 9:30 am	Visit Exhibitors
9:30 – 10:45 am	Opening General Session
10:45 – 11:00 am	Refreshment Break with Exhibitors
11:00 am – 12:15 pm	Concurrent Sessions
12:15 – 1:15 pm	Buffet Lunch in Restaurant
12:15 – 1:30 pm	Mentor & Mentee Luncheon
1:15 – 1:45 pm	Visit with Exhibitors
1:45 – 3:00 pm	Concurrent Sessions
3:00 – 4:00 pm	Exhibit Hall Refreshment Break, Exhibit Hall Door Prizes, and Silent Auction
Open	Dinner on Your Own

WEDNESDAY, AUGUST 18

8:30 – 10:00 am	Breakfast and Roundtable Sessions (with partners and state agencies)
10:15 – 11:15 am	General Session
11:15 am – 12:15 pm	Concurrent Sessions
12:15 – 1:00 pm	Lunch
1:00 – 2:15 pm	Concurrent Sessions
2:30 – 3:45 pm	Concurrent Sessions
5:30 – 7:30 pm	Awards Dinner and Presentations

THURSDAY, AUGUST 19

8:30 – 10:30 am	Breakfast and General Membership Meeting
11:00 am – 3:00 pm	Mobile Workshops Ending in Blue Ridge
4:00 – 8:00 pm	Shopping & Dinner on Your Own in Blue Ridge

FRIDAY, AUGUST 20

8:30 am – 4:30 pm	Downtown Development Authority / Basic Creating a Downtown Renaissance / Advanced
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Conference Registration

GDA'S ANNUAL DOWNTOWN CONFERENCE
AUGUST 16-19 | BRASSTOWN VALLEY RESORT
YOUNG HARRIS, GEORGIA

FULL NAME _____ PREFERRED NAME FOR BADGE _____
 TITLE _____ CITY / ORGANIZATION _____
 ADDRESS _____
 EMAIL _____ PHONE _____

Early Registration	Registration	Onsite Registration
By July 9	July 10-Aug 8	

Full Conference Registration—Includes Tuesday–Thursday events (Friday training courses require separate registration above).

GDA Member (includes ticket to Awards Ceremony)	<input type="checkbox"/> \$325	<input type="checkbox"/> \$355	<input type="checkbox"/> \$375
Student / Retiree Registration	<input type="checkbox"/> \$85	<input type="checkbox"/> \$85	<input type="checkbox"/> \$85
Non-Member	<input type="checkbox"/> \$450	<input type="checkbox"/> \$465	<input type="checkbox"/> \$475

Non-registered Guest Tickets for Awards Reception and Ceremony

of tickets _____ \$50 = \$ _____

Training Registration for Friday, August 20 only; 8:30 am - 4:30 pm

Downtown Development Authority / Basic	<input type="checkbox"/> \$265	<input type="checkbox"/> \$275	<input type="checkbox"/> \$285
Creating a Downtown Renaissance / Advanced	<input type="checkbox"/> \$265	<input type="checkbox"/> \$275	<input type="checkbox"/> \$285

Check enclosed to GDA

If paying by credit card, please register online at https://shop.georgiadowntownassociation.org/ShopGDA/Event_Display.aspx?EventKey=21GDACON.

Signature: _____

GDA has reserved a block of rooms at the Brasstown Valley Resort at a room rate of \$159 per night. The cutoff date to receive this rate is **JULY 20**. You may reserve your hotel room by calling 800-201-3205.

If you are paying by check, please mail to:
GDA, Attn: Emily Davenport, P.O. Box 105377, Atlanta, GA 30348

YOUR SAFETY IS OUR HIGHEST PRIORITY

The Georgia Downtown Association is taking steps recommended by public health experts for the reduction of transmission of COVID-19; GDA cannot guarantee that such measures will, in fact, prevent transmission at the event. Moreover, GDA cannot control whether attendees follow safety requirements. By registering for this training, you agree that you will not hold GDA, any GMA employee or GDA Board Member, or any other attendee of the conference responsible for any COVID-19 transmission that may occur at the event.



GEORGIA
DOWNTOWN
ASSOCIATION