

**Town of Sharpsburg  
Downtown Development Authority Meeting  
Sharpsburg Central Library  
110 Terrentine Rd  
Sharpsburg, GA 30277  
February 5<sup>th</sup>, 2024**

**POST AGENDA**

**9:00 AM**

**Call Meeting to Order:** Chair Yarbrough called DDA meeting to order at 9:10am.

**Prayer:** Authority Member Wren led all in attendance in prayer.

**Pledge of Allegiance:** Chair Yarbrough led all in attendance in the Pledge of Allegiance.

**Establish a Quorum:** Chair Yarbrough stated a quorum was present. Authority Members Barrett and Good were absent.

**Guests:** Justin Halford, Out-of-Town resident; Brad Sears, Town Attorney.

**Presentations:** No presentations.

**Review/Approval of Minutes:** Harris moved to approve the January 8<sup>th</sup>, 2024 meeting minutes with the change to the absent members from Brown, Barrett and Wren to Harris, Barrett and Wren. The motion passed 5-0-2 with Members Good and Barrett Absent.

**New Business:**

1. **Recording Secretary Salary** – Chair Yarbrough briefed the members on the compensation amount for the recording secretary being \$100 per month. The members discussed that the amount should be \$200 per month.  
Authority Member Wren moved to approve the Recording Secretary salary at \$200 per month. Authority Member Brown seconded the motion. The motion passed 5-0-2 with Authority Members Good and Barrett absent.
2. **Fundraising and Donations** – Chair Yarbrough briefed the members on going out and fundraising outside of events and markets. Yarbrough consulted with Town Attorney Sears regarding donations and what steps the DDA takes to receive them, whether parcels or monetary. Town Attorney Sears informed the Authority that you must send a letter specifying the donation being requested to the DDA.
3. **Financial Reporting** – Treasurer Woods briefed the members on the P&L reports for the DDA. Authority Members were able to review the transactions from the Christmas Market and the pecans for the fundraising at the DDA booth.  
Authority Member Harris moved to approve the financial report. Authority Member Brown seconded the motion. The motion passed 5-0-2 with Authority Members Good and Barrett absent.

4. **Façade Grants** – Chair Yarbrough provided paperwork explaining Grant programs and how this can benefit the businesses inside the town limits. Town Attorney Sears provided insight into reviewing current town ordinances to uphold the image and what the grants would be utilized for if it is something to move forward with. Yarbrough informed the members to review the paperwork to become familiar with the process and the discussion would be tabled to next meeting, March 4<sup>th</sup>, 2024.
5. **Goals** – Chair Yarbrough briefed the members on what the goals are for the DDA and what the members hope to see this year for the town. Members discussed important topics regarding design guidelines in the town, ways to fundraise and supporting the current businesses in the town. The Authority Members want to see growth in the town and to have more opportunities for residents to be involved.

**Old Business:**

1. **Review 2024 DDA Calendar** - No vote or action taken.

**Public Comments:** Halford provided comments regarding the design ordinances and how this can have a positive impact on the continuation of growth inside the town.

**Polling of Council:** No polling of council.

**Administrator's Report:** Administrator Jones briefed the members that there will be an email sent out the Friday before the DDA meeting with a reminder for the next meeting and any paperwork needing to be reviewed.

**Chair's Updates:** No Chair's Updates.

**Executive Session:** No Executive Session.

**Adjournment:** Authority Member Harris moved to adjourn the February 6<sup>th</sup>, 2024 meeting at 10:14am. Authority Member Wren seconded the motion. The motion passed 4-0-3 with Authority Member Brown leaving at 10:05am and Members Good and Barrett absent.

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**April Jones, Recording Secretary**