

Town of Sharpsburg
Downtown Development Authority Meeting
Sharpsburg Central Library
110 Terrentine Rd
Sharpsburg, GA 30277
February 5th, 2024

MEETING MINUTES

9:00AM

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:

There were no presentations.

Review/Approval of Minutes:

Chair Yarbrough stated that there was a correction on the January 8th, 2024 Meeting Minutes with the change to the absent members from Brown, Barrett and Wren to Harris, Barrett and Wren.

Authority Member Harris moved to approve the January 8th, 2024 meeting minutes with the correction to the absent members. 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 for the Recording Secretary. She stated that \$100 per month was the amount being put on the table. 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 fundraising and what that looks like outside of the 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, Attachment 1. Authority Members were able to review the transactions from the Christmas Market and the pecans for fundraising at the DDA booth.

The transaction report shows the vendor fees and ice-skating payments. Authority Members discussed the budget for the Christmas Market. The sponsors are very interested in supporting the ice-skating activity and kids' corner again this year.

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 within town limits. Town Attorney Sears provided insight into reviewing current town ordinances and what the grants would be utilized for if it is something to move forward with.

Chair Yarbrough informed the members to review the paperwork to become familiar with the process and the discussion would be tabled to next meeting, March 4th, 2024.

5. Goals

Chair Yarbrough asked the members what the goals are for the DDA and what they 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 Authority Members

No polling of Authority Members.

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 that needs to be reviewed.

Chair's Updates

No Chair's Updates.

Executive Session

No executive session.

Adjournment

Authority Members Harris moved to adjourn the February 5th, 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 Authority Members Good and Barrett Absent.

April Jones, Recording Secretary



April Yarbrough, Chairman

The foregoing minutes were duly approved at an official meeting of The Sharpsburg Downtown Development Authority, Sharpsburg, GA on 1st day of April 2024.

April Jones, Recording Secretary