

**CITY OF JONESBORO
DOWNTOWN DEVELOPMENT AUTHORITY
& MAIN STREET ADVISORY BOARD
170 SOUTH MAIN STREET
January 5, 2017 – 6:00 PM**

MINUTES

The City of Jonesboro Downtown Development Authority & the Jonesboro Main Street Advisory Board held their Regular Meeting on Thursday, January 5, 2017. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

I. CALL TO ORDER - JOEL AVILES, CHAIRMAN

Attendee Name	Title	Status	Arrived
Joy B. Day	Ex-Officio	Present	
Joel Aviles	Chairman	Present	
Helen Meadows	Board of Directors	Present	
Harry Osborne	Board of Directors	Present	
Donya Sartor	Board of Directors	Absent	
Juli Segner	Board of Directors	Absent	
Allen Roark	Board of Directors	Present	

II. ADOPTION OF AGENDA

1. Motion to amend the agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harry Osborne, Board of Directors
SECONDER:	Allen Roark, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

Director Osborne requested amending the agenda to provide for a correction to the Minutes of the October 6, 2016 Board Meeting.

2. Motion to Adopt Agenda with amendments.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harry Osborne, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

III. ANNUAL APPOINTMENT OF OFFICERS

- A. Appointment of Chair - Joel Aviles

1. Director Osborne made a motion to ratify items A, C, D & E, together.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harry Osborne, Board of Directors
SECONDER:	Joy B. Day, Ex-Officio
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

B. Appointment of Vice-Chair

1. At this time, Chairman Aviles opened the floor for nominations. Director Roark nominated Director Osborne as Vice Chair of the Downtown Development Authority. Hearing no other nominations, the floor was closed.
2. Motion to appoint Director Osborne as Vice-Chair for the Jonesboro Downtown Development Authority.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joy B. Day, Ex-Officio
SECONDER:	Allen Roark, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

C. Appointment of Secretary-Treasurer - Ricky L. Clark, Jr.

D. Appointment of Executive Director - Ricky L. Clark, Jr.

E. Appointment of Legal Counsel - Steve Fincher

IV. ADOPTION OF MINUTES

Upon request of Director Osborne, the order of Minutes was updated to review in chronological order, to include October 6, 2016 minutes.

1. Correction to Minutes of October 6, 2016 6:00 PM
1. Motion to make the October 6, 2016 to be corrected as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harry Osborne, Board of Directors
SECONDER:	Allen Roark, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

Amendments:

Section 3. Regular Meetings

a. Regular Meetings of the Authority shall be held each month on the first Thursday at 6:00 p.m. Notice of the time and place of such meeting shall be provided in accordance with the Georgia Open Meetings Act (O.C.G.A. 50-14-1, et seq.). All meetings shall be conducted in accordance with the Georgia Open Meeting Act.

ADD - In regard to Regular Meetings of the Authority, in the event that there are no current proposals or resolutions to consider or to act upon, the Executive Director shall be responsible to provide training for the Directors shall be responsible to provide training for the Directors in the form of providing information about the structure of the Authority, the operation of the Authority, and/or activities, and/or activities of other Downtown Development Authorities which might suggest prospective activities for this Authority, or other information which the Executive Director may offer.

Also correction of motion/second relative to the motion

2. Consideration of the Minutes of the November 3, 2016 Regular Meeting.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joy B. Day, Ex-Officio
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

3. Consideration of the Minutes of the November 29, 2016 Special Called Meeting.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Helen Meadows, Board of Directors
SECONDER:	Harry Osborne, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

V. AGENDA ITEMS

1. Discussion regarding DDA Committee Appointments.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Allen Roark, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

DDA Subcommittees (recommending authority, only):

Design Committees:

1. Joel Aviles, Committee Lead
2. Jule Segner

Organization Committee:

1. Helen Meadows, Committee Lead
2. Allen Roark

Promotion Committee:

1. Jule Segner, Committee Lead
2. Helen Meadows

Economic Restructuring Committee:

1. Harry Osborne, Committee Lead
 2. Joy Day
2. Discussion regarding the FY' 17 Downtown Development Authority of the City of Jonesboro Annual Budget.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Allen Roark, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

3. Discussion regarding design of sanitation cans displayed downtown - Chairman Aviles

Mayor Day advised that she would speak with the Director of Public Works about switching out the cans.

4. Discussion regarding FY' 17 Downtown Development Authority Strategic Planning Retreat

Board Consensus to hold Strategic Planning Retreat on February 24, 2017.

VI. EXECUTIVE DIRECTOR REPORT - RICKY L. CLARK, JR.

Mr. Clark advised that one of our members, Donya Sartor, has tenured her resignation from the DDA. Further, Mr. Clark advised that Mayor & Council would seek to appoint someone at their February meeting.

VII. BOARD OF DIRECTORS COMMENTS

Chairman Joel Aviles - Requested a presentation to the City Council regarding ensuring that any light poles with outages, be corrected. Mr. Clark advised that he would check with Georgia Power to see if they could assist. Chairman Aviles requested that this item be brought forward at the next DDA Meeting. In addition, Chairman Aviles requested that we speak with the Clayton County Convention & Visitors Bureau regarding lighting their building at night.

VIII. ADJOURNMENT

1. Motion to adjourn at 7:12 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Allen Roark, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Osborne, Roark
ABSENT:	Donya Sartor, Juli Segner

JOEL AVILES<, CHAIRMAN

RICKY L. CLARK, JR. – EXECUTIVE DIRECTOR