



CITY OF JONESBORO
Regular Meeting
170 SOUTH MAIN STREET
July 13, 2017 – 6:00 PM

NOTE: As set forth in the Americans with Disabilities Act of 1990, the City of Jonesboro will assist citizens with special needs given proper notice to participate in any open meetings of the City of Jonesboro. Please contact the City Clerk's Office via telephone (770-478-3800) or email at rclark@jonesboroga.com should you need assistance.

POST AGENDA MINUTES

This document is tentative, has not been ratified or approved by the Council, and is not binding on the City or any officer.

AGENDA

- I. CALL TO ORDER - JOEL AVILES, CHAIRMAN
- II. ROLL CALL - RICKY CLARK, EXECUTIVE DIRECTOR

Attendee Name	Title	Status	Arrived
Joy B. Day	Ex-Officio	Absent	
Joel Aviles	Board of Directors	Present	
Helen Meadows	Board of Directors	Present	
Juli Segner	Board of Directors	Present	
Allen Roark	Board of Directors	Present	
Karen Sullivan	Board of Directors	Present	
Sylvester Ford	Board of Directors	Present	
Ricky Clark	Executive Director	Present	
Cable Glenn-Brooks	Executive Assistant	Present	

III. **ADOPTION OF AGENDA**

- 1. Motion to adopt the agenda with the following amendment: Consideration of the issuance of an RFP for a mural design at North Avenue & North Main Street.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sylvester Ford, Board of Directors
SECONDER:	Karen Sullivan, Board of Directors
AYES:	Aviles, Meadows, Segner, Roark, Sullivan, Ford
ABSENT:	Joy B. Day

IV. ELECTION OF OFFICERS

1. Election of Vice-Chair.

RESULT:	APPROVED [UNANIMOUS]
AYES: Aviles, Meadows, Segner, Roark, Sullivan, Ford	
ABSENT:	Joy B. Day

2. At this time, Chairman Aviles opened the floor up for nominations. Mr. Roark nominated Karen Sullivan for Vice Chair. In addition, Chairman Aviles nominated Juli Segner. After decline from Mrs. Segner, nominations were closed.

3. Motion to appoint Karen Sullivan as Vice-Chair of the Jonesboro Downtown Development Authority & Main Street Advisory Board.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Juli Segner, Board of Directors
SECONDER:	Sylvester Ford, Board of Directors
AYES: Aviles, Meadows, Segner, Roark, Sullivan, Ford	
ABSENT:	Joy B. Day

4. Election of Economic Vitality Chair.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Sullivan, Board of Directors
SECONDER:	Allen Roark, Board of Directors
AYES: Aviles, Meadows, Segner, Roark, Sullivan, Ford	
ABSENT:	Joy B. Day

5. Motion to appoint Sylvester Ford as Chair of Economic Vitality.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Sullivan, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES: Aviles, Meadows, Segner, Roark, Sullivan, Ford	
ABSENT:	Joy B. Day

V. ADOPTION OF MINUTES

1. Consideration of the Minutes of the June 1, 2017 Regular Meeting.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Juli Segner, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Aviles, Meadows, Segner, Roark, Sullivan, Ford
ABSENT:	Joy B. Day

2. Consideration of the Minutes of the June 15, 2017 Regular Meeting.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Juli Segner, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Aviles, Meadows, Segner, Roark, Sullivan, Ford
ABSENT:	Joy B. Day

VI. FINANCIAL STATEMENTS

1. Consideration of Financial Statements for six-month period ended June 30, 2017.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Sullivan, Board of Directors
SECONDER:	Sylvester Ford, Board of Directors
AYES:	Aviles, Meadows, Segner, Roark, Sullivan, Ford
ABSENT:	Joy B. Day

VII. AGENDA ITEMS

1. Introduction of Kelvin Crespo of Crespo Properties, LLC.

Executive Director Ricky L. Clark, Jr. introduced Mr. Crespo and advised the Authority of the plans Mr. Ford has for repurposing the building located at the corner of North McDonough Street & Courthouse Way.

2. Consideration of the purchase of earth planters for the Downtown District.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Sullivan, Board of Directors
SECONDER:	Sylvester Ford, Board of Directors
AYES:	Aviles, Meadows, Segner, Roark, Sullivan, Ford
ABSENT:	Joy B. Day

Board approval to order 4 Large Urban Vase Planters & 12 Standard Urban Vase Planters in Blackstone.

3. Motion to enter into cost sharing agreement with the city to fund 50% (\$2,500) for the preparation of the Design Guidelines from TSW.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Juli Segner, Board of Directors
SECONDER:	Karen Sullivan, Board of Directors
AYES:	Aviles, Meadows, Segner, Roark, Sullivan, Ford
ABSENT:	Joy B. Day

VIII. COMMITTEE UPDATES

1. Promotions/Organization Committee - Juli Segner, Chair

Juli Segner, Chair reported that the Promotions Committee did not have a meeting this month; however, the meeting will be held at the end of July. Further, Mrs. Segner reported the different activities in which the promotions committee have been involved with and also discussed

upcoming events.

2. Design Committee - Joel Aviles, Chair

No report.

IX. EXECUTIVE DIRECTOR'S REPORT

X. BOARD OF DIRECTOR'S COMMENTS

XI. ADJOURNMENT

**CITY OF JONESBORO
DOWNTOWN DEVELOPMENT AUTHORITY
& MAIN STREET ADVISORY BOARD
REGULAR MEETING
170 SOUTH MAIN STREET
June 1, 2017 – 6:00 PM**

MINUTES

The Jonesboro Downtown Development Authority and the Jonesboro Main Street Advisory Board held their Regular Meeting on Thursday, June 1, 2017. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

I. CALL TO ORDER

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

II. ADOPTION OF AGENDA

1. Motion to Adopt Agenda.

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

III. ADOPTION OF MINUTES

1. Consideration of the Minutes of the April 6, 2017 Regular Meeting.

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

IV. ADOPTION OF FINANCIAL STATEMENTS

1. Motion to approve Financial Statements (P&L) for five-month period ended 053117.

Minutes Acceptance: Minutes of Jun 1, 2017 6:00 PM (ADOPTION OF MINUTES)

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

V. AGENDA ITEMS

1. Committee Update - Promotion / Organization Committee

Provided by Jule Segner.

2. Committee Update - Economic Vitality Committee

Provided by Harry Osborne.

3. Committee Update - Design Committee

Provided by Joel Aviles.

4. Consideration of the purchase of earth planters for the Downtown District.

RESULT:	TABLED [UNANIMOUS]
MOVER:	Juli Segner, Board of Directors
SECONDER:	Karen Sullivan, Board of Directors
AYES:	Aviles, Day, Meadows, Segner, Sullivan, Osborne
ABSENT:	Allen Roark

5. Consideration of establishing the Jonesboro Main Street Program as a 501c3 organization.

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

VI. EXECUTIVE DIRECTOR'S REPORT

VII. BOARD OF DIRECTOR'S COMMENTS

VIII. ADJOURNMENT

1. Motion to adjourn.

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

Minutes Acceptance: Minutes of Jun 1, 2017 6:00 PM (ADOPTION OF MINUTES)

JOEL AVILES, CHAIRMAN

RICKY L. CLARK, JR. – EXECUTIVE DIRECTOR

Minutes Acceptance: Minutes of Jun 1, 2017 6:00 PM (ADOPTION OF MINUTES)

**CITY OF JONESBORO
DOWNTOWN DEVELOPMENT AUTHORITY
& MAIN STREET ADVISORY BOARD
SPECIAL CALLED MEETING
170 SOUTH MAIN STREET
June 15, 2017 – 6:00 PM**

MINUTES

The Jonesboro Downtown Development Authority and the Jonesboro Main Street Advisory Board held their Regular Meeting on Thursday, June 15, 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

II. ROLL CALL - RICKY L. CLARK, JR., EXECUTIVE DIRECTOR

Attendee Name	Title	Status	Arrived
Joy B. Day	Ex-Officio, Board of Directors	Present	
Joel Aviles	Chairman	Present	
Helen Meadows	Board of Directors	Present	
Juli Segner	Board of Directors	Present	
Allen Roark	Board of Directors	Present	
Karen Sullivan	Board of Directors	Present	

III. ADOPTION OF AGENDA

1. Motion to Adopt Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joy B. Day, Ex-Officio, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Segner, Roark, Sullivan

IV. AGENDA

1. Motion to enter Executive Session regarding the acquisition and/or sale of real estate.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Juli Segner, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Segner, Roark, Sullivan

2. Motion to reconvene Regular Session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joel Aviles, Karen Sullivan
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Segner, Roark, Sullivan

3. Motion to accept conveyance of property located at 102 North McDonough Street (1,402 sq feet) for the amount of \$10.

Minutes Acceptance: Minutes of Jun 15, 2017 6:00 PM (ADOPTION OF MINUTES)

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

- Motion to approve Resolution #2017-01 authorizing the conveyance of the Jonesboro Downtown Development Authority's interest in and to a portion of the parcel known as 102 North McDonough Street in the amount of \$5,000 to Harry & Karol Osborne.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Allen Roark, Board of Directors
SECONDER:	Juli Segner, Board of Directors
AYES:	Day, Aviles, Meadows, Segner, Roark, Sullivan

V. ADJOURNMENT

- Motion to adjourn.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Sullivan, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES:	Day, Aviles, Meadows, Segner, Roark, Sullivan

JOEL AVILES – CHAIRMAN

RICKY L. CLARK, JR. – EXECUTIVE DIRECTOR

Minutes Acceptance: Minutes of Jun 15, 2017 6:00 PM (ADOPTION OF MINUTES)



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item # **6.1**
AGENDA ITEMS - 1

COUNCIL MEETING DATE
 July 13, 2017

Requesting Agency (Initiator) Office of the City Manager	Sponsor(s)
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Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*
 Consideration of Financial Statements for six-month period ended June 30, 2017.

Requirement for Board Action *(Cite specific Council policy, statute or code requirement)*

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

Summary & Background *(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Fiscal Impact *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*

- Exhibits Attached** *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*
- P&L as of 063017
 - Balance Sheet as of 06302017

Staff Recommendation *(Type Name, Title, Agency and Phone)*
Approval

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title Ricky Clark, City Manager	Date July, 13, 2017	07/13/17 Downtown Development Authority APPROVED
Signature	City Clerk's Office	

Downtown Development Authority of the City of Jonesboro

Profit & Loss

June 2017 Jun 17

	<u>Jun 17</u>
Ordinary Income/Expense	
Income	
42.1000 · Event revenue	1,650.06
43.1000 · Membership Revenue	1,625.00
49.1000 · Misc revenue	<u>75.00</u>
Total Income	<u>3,350.06</u>
Expense	
52.1200 · Professional	60.00
52.3400 · Printing & Binding	185.00
53.1100 · General Supplies & Materials	106.99
53.1300 · Food	6.47
53.1500 · Supplies/Inventory for resale	
53.1590 · Other	10.00
53.1500 · Supplies/Inventory for resale - Other	<u>374.00</u>
Total 53.1500 · Supplies/Inventory for resale	<u>384.00</u>
Total Expense	<u>742.46</u>
Net Ordinary Income	2,607.60
Other Income/Expense	
Other Income	
4000 · Interest Revenue	<u>0.96</u>
Total Other Income	<u>0.96</u>
Net Other Income	<u>0.96</u>
Net Income	<u><u>2,608.56</u></u>

Attachment: P&L as of 063017 (1163 : Financial Statements - 063017)

Balance Sheet

As of June 30, 2017

Jun 30, 17

ASSETS

Current Assets

Checking/Savings

10.1000 - Suntrust 30,734.15

Total Checking/Savings 30,734.15

Total Current Assets 30,734.15

TOTAL ASSETS 30,734.15

LIABILITIES & EQUITY

Equity

32000 - Unrestricted Net Assets 15,312.55

Net Income 15,421.60

Total Equity 30,734.15

TOTAL LIABILITIES & EQUITY 30,734.15



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

7.2

- 2

COUNCIL MEETING DATE

July 13, 2017

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Consideration of the purchase of earth planters for the Downtown District.

Requirement for Board Action *(Cite specific Council policy, statute or code requirement)*

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

In an effort to continue beautifying the Downtown District, staff is recommending the purchase of planters to go within our Downtown District. After attending the National Seminar in Pittsburg, I met a vendor that actually sold planters at a reasonable cost and they are also self-watering. The average is 2-3 weeks between watering cycles and up to an 80% reduction in labor, water usage, fuel and other costs connected to normal planter maintenance. With these savings, we can expect to recoup our initial investment within the first few seasons of use.

The utilization of planters by and in Downtown Districts have been proven to add that extra "touch of class" to the District and also help in the ever-important effort of improving our downtown district.

As we have a limited staff in the City, I recommend us coming up with a way for some of our "master gardeners" to take ownership of our planters. Perhaps, we can assign different planters to different gardeners in an effort to elicit extra hands in keeping them neat and manicured. Of course, the investment of the flowers, soil, etc. would be the responsibility of the DDA.

After review with the Design Committee, we are recommending Urban Vase 41. The retail cost of the vases are \$599; however, based upon a running special we can secure them for only \$509. In addition, I was contacted by the manufacturer that another City that ordered the same vase recently wishes to order another color and will sale theirs for \$449 each but they only have two.

I am recommending that we purchase either three or five to start. That way, we are able to have a test run this summer/fall.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

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Staff Recommendation *(Type Name, Title, Agency and Phone)*

Discussion

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title
Ricky Clark, City Manager

Date
July, 13, 2017

06/01/17 **Downtown Development Authority**
TABLED **Next: 07/13/17**
07/13/17 **Downtown Development Authority**
APPROVED

Signature

City Clerk's Office

