

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF JONESBORO
Regular Meeting
170 SOUTH MAIN STREET
June 1, 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 Administrator's Office via telephone (770-478-3800) or email at rclark@jonesboroga.com should you need assistance.

Agenda

- I. CALL TO ORDER**
- II. ADOPTION OF AGENDA**
- III. ADOPTION OF MINUTES**
 - 1. Consideration of the Minutes of the April 6, 2017 Regular Meeting.
- IV. ADOPTION OF FINANCIAL STATEMENTS**
 - 1. Approval of Financial Statements (P&L) for the five month period ended 053117.
- V. AGENDA ITEMS**
 - 1. Committee Update - Promotion / Organization Committee
 - 2. Committee Update - Economic Vitality Committee
 - 3. Committee Update - Design Committee
 - 4. Consideration of the purchase of earth planters for the Downtown District.
 - 5. Consideration of establishing the Jonesboro Main Street Program as a 501c3 organization.
- VI. EXECUTIVE DIRECTOR'S REPORT**
- VII. BOARD OF DIRECTOR'S COMMENTS**
- VIII. ADJOURNMENT**

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

MINUTES

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

I. CALL TO ORDER - CHAIRMAN JOEL AVILES

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

II. ADOPTION OF AGENDA

1. Motion to adopt agenda.

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

III. ADOPTION OF MINUTES

1. Consideration of the Minutes of the March 2, 2017 Regular Meeting.

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

IV. ADOPTION OF FINANCIAL STATEMENTS

1. Consider approval of financial statements for the three month period ended March 31, 2017.

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

V. AGENDA ITEMS

1. Consideration of the Jonesboro Main Street Membership Program.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Juli Segner, Board of Directors
SECONDER:	Helen Meadows, Board of Directors
AYES: Day, Aviles, Meadows, Osborne, Segner, Roark	
ABSENT:	Karen Sullivan

2. Consideration of Downtown Façade Grant Program.

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

3. Consideration of Event Management Agreement by an between Teri Williamson and the Jonesboro Main Street Advisory Board for coordination of the Downtown Street Festival's art component.

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

4. Discussion regarding parking time limits and other alternatives on South Main Street adjacent to existing businesses

General consensus was a recommendation to limit parking on Main Street to no longer than 2 hours.

VI. EXECUTIVE DIRECTOR'S REPORT

Ricky Clark, Executive Director advised the Commission that the Organization/Promotion Committee will hold their first event, "First Fridays Lunch in the Park" on April 7th and will continue on the first Friday of each month throughout the month of September. The event will be a one hour social with a different speaker each month. The first speaker will be Clea Etheridge of Tranquility Touch. Uncle Grumps BBQ will be the featured food vendor.

VII. BOARD OF DIRECTOR'S COMMENTS

VIII. ADJOURNMENT

1. Motion to adjourn.

RESULT:

APPROVED [UNANIMOUS]

MOVER:

Allen Roark, Board of Directors

SECONDER:

Juli Segner, Board of Directors

AYES: Day, Aviles, Meadows, Osborne, Segner, Roark

ABSENT:

Karen Sullivan

JOY B. DAY – MAYOR

RICKY L. CLARK, JR. – CITY ADMINISTRATOR



CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary

Agenda Item #
AGENDA ITEMS – 4

5.4

COUNCIL MEETING DATE
June 1, 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 June, 1, 2017	
Signature	City Clerk's Office	

