

**HAPEVILLE DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**

October 08, 2009, 5:30 PM

A G E N D A

I. Call to order, Chairman J. Allen Poole

Chairman J. Allen Poole called the meeting to order at 5:30 PM in the Annex, at City Hall, 3468 North Fulton Avenue, Hapeville, Georgia.

II. Roll call

Katrina Bradbury
Beth Fortner
Alan Hallman
Lee Ann Howington
John Maher - absent
Terry Swafford
Lance Tomlin
Marie Winkler

III. Welcome

Chairman Poole welcomed Board members, staff, and guests.

IV. New Business

- Approval of Minutes of September 3, 2009

MOTION: Alan Hallman made a motion, Marie Winkler seconded to approve the Minutes of the September 3, 2009 meeting as submitted. Motion carried 6-0.

- Financial Report, Mike Clark, CPA

Mike Clark, CPA, gave the Financial Report, and there being no questions, Chairman Poole stated that it would be filed for audit.

Board member Katrina Bradbury joined the meeting at 5:35 PM.

Chairman Poole announced that the agenda would be amended to reflect the following order:

- Façade Grant – Ardina Pierre

Façade Grant Chairman Allie O'Brien presented the recommendations of the Façade Grant Committee regarding 6 storefronts located at 610, 612, 616, 626, 628 and 630 South Central Avenue, property owner Ardina Pierre noting the following:

1. All of the revised plans for the buildings are now in compliance with the City's Architectural Design Standards; and as previously submitted scored high in the category of "visibility".
2. The category of "impact for improvement" score was much improved.

3. The score for “compliance with the Secretary of Interior’s Standards for Rehabilitation” is still low, as these buildings are not being historically refurbished.
4. The application’s overall score was 30 out of 40.
 - The original projected costs: \$42,287.80; applicant requested \$21,144.00. This exceeded the maximum amount set forth in the Grant Application Standards (\$2,500.00 per façade) and the applicant has been advised accordingly. At the time of this report the Committee has not received revised estimates in accordance with the amended plan.
 - The Committee would recommend approval for Façade Grants in an amount within the grant guidelines. The Committee also recommended that the stack stone knee wall be stacked horizontally rather than vertically and suggested the addresses be displayed in the transoms.

The total costs of the improvements under consideration were \$42,287.00, and Ms. Pierre was asking for the same. After discussion the Board made the following motion.

MOTION: Alan Hallman made a motion, Terry Swafford seconded to approve Façade Grants for the 6 storefronts for the maximum amount of \$15,000.00, which was 50% of a maximum of \$2,500.00 per store front. Motion carried 7-0.

- Façade Grant - Brook Smith

Façade Grant Chairman Allie O’Brien presented the recommendations of the Façade Grant Committee regarding 673 North Central Avenue, BLee Salon, business owner, Brooke Lee Smith, and property owner Laura Murphy, noting the following:

1. The location scored high in the category for “Visibility”.
2. The location scored low in the category for “Existing Building Condition/Impact for Improvement”.
3. This application scored an average of 34 out of 40 points.
 - The Committee recommended approval for the Façade Grant in the amount of \$1,528.00, which is an amount within the grant guidelines.

The total cost of the improvements under consideration was \$3,056.83 and the applicant is asking for 50%. After discussion the Board made the following motion:

Motion: LeeAnn Howington made a motion, Marie Winkler seconded to approve the Façade Grant in the amount of \$1,528.00. Motion carried 7-0.

Chairman Poole gave the Board historical data regarding the Façade Grant Program. He said that the City began the initiative several years ago in an effort to revitalize the downtown businesses and donated \$25,000.00 per year to fund the project. However, in the past couple of years, as the economy had declined, the City had discontinued funding, and the Authority assumed the program at their expense. Chairman Poole asked the Mayor and Board member, Alan Hallman, on behalf of the Development Authority, to consider a recommendation to Council to reinstate the funding of this

program, as the benefits had been instrumental to the redevelopment of the downtown area.

Board member Lance Tomlin joined the meeting at 6:30 PM.

MOTION: Marie Winkler made a motion, Beth Fortner seconded to reinstate the Façade Grant Program in the amount of \$25,000.00 annually. Motion carried 8-0.

- Discussion of Agreement with Butter Sweet Bakery

Chairman Poole reported to the Board that he had met with Charlita Varner and Darryl Calhoun, owners of Buttersweet and tenants of 625 North Central Avenue, Development Authority property. Chairman Poole said that the agreement with Charlita Varner and Darryl Calhoun had expired on June 30, 2009 and they were currently “at will” tenants. Chairman Poole asked them to provide the current status of the business to the Board. Mrs. Varner and Mr. Calhoun reported that in September Buttersweet showed a profit and for the first time and that Mrs. Varner was able to draw a salary. She also shared that they had been working with the Small Business Association and felt they were in a position to purchase the property in accordance with the terms of the agreement, and asked the Board if they could finance the same. After much discussion, Chairman Poole said the Board should consider the following actions:

- Explore financing the purchase in accordance with the price in the terms of the original agreement of \$160,000.00, for 15 years for around 6%
- Extend the “lease/purchase” agreement

Mr. Calhoun apologized for being late with the September payment and both expressed appreciation to the Board for consideration of their offer to purchase. Chairman Poole asked for a motion of support of purchase from the Board.

MOTION: Alan Hallman made a motion, Terry Swafford seconded to authorize the Chairman to continue to negotiate with Charlita Varner and Darryl Calhoun to purchase the property in accordance with the original terms of the lease/purchase agreement and in accordance with the presentation provided by the tenants. Motion carried 8-0.

- Discussion of agreement with David Burt, Village Green, Lot 9

Chairman Poole advised the Board that he had been contacted by Jeff and Lana Holt with an offer and earnest money in the amount of \$500.00 to purchase the vacant lot on the corner of Colville and Margaret Street. Chairman Poole stated that the red house located next door was built by David Burt in accordance with the other Margaret Street development and was lost to the bank a few months ago. The Holts purchased the house from the bank and are offering to purchase the vacant lot for \$13,000.00. The Holts advised Chairman Poole that they had tried to negotiate the purchase through David Burt, but negotiations had come to an impasse. Per their statement, Mr. Burt had offered the lot to them for \$28,000.00. Chairman Poole stated that after learning of this information that he had tried to contact David Burt the night before and left him a message regarding the same, but had not heard back from him. Chairman Poole advised the Board to consider the following:

1. Reject the offer
2. Accept the offer
3. Counter the offer

After much discussion the following motion was made:

Motion: Alan Hallman made a motion, Terry Swafford seconded to defer action for 30 days or until the next meeting. Motion carried 8-0.

V. Old business

- Signs on Dearborn Plaza and the Willingham piece

Chairman Poole related that he had been in communication with City Manager Bill Werner regarding contact information for the proposed signage on two large tracts of Development Authority property and asked Mr. Werner for his recommendations. City Manager Bill Werner asked Main Street Manager Allie O'Brien to make a presentation and recommendation to the Board. Miss O'Brien stated that in her research of the internet for other properties offered for development, that a web site and printed material regarding a description of the property and the Board's vision for the future development of the same would be more likely to attract serious inquiries. After discussion the Board supported Chairman Poole working with the City to create a process to solicit development plans and would keep the Board apprised of the same. Chairman Poole thanked City for their assistance in this matter.

VI. Public comments

Frank Cranford

VII. Executive Session

MOTION: Alan Hallman made a motion, LeeAnn Howington seconded to go into Executive Session at 7:03 PM for the discussion of personnel matters. Motion carried 8-0.

MOTION: Katrina Bradbury made a motion, Beth Fortner seconded to go back into Open Session at 7:15 and adjourn the meeting.

No action taken.

IX. Adjourn

The meeting was adjourned at 7:15 PM.

Respectfully submitted by:

J. Allen Poole, Chairman

Alice Shepard, Secretary/Treasurer

DRAFT