

**DOTHAN DOWNTOWN REDEVELOPMENT AUTHORITY
MEETING MINUTES
JANUARY 16, 2019**

The Dothan Downtown Redevelopment Authority (DDRA) held its regular meeting on Wednesday, January 16, 2019, at 3:00 p.m. in the City Commission Chambers, Second Floor of the Dothan Civic Center.

Members Present:

Pat Thomas, Chair
David "Mit" Kirkland, Vice-Chair
Cliff Mendheim
Deavours Clark
Bob Woodall

Members Absent:

Letetia Jackson, Treasurer
Susan Wilkins, Secretary

Others Present: Jamie Bienvenu, DDRA Executive Director; Todd McDonald, AICP, Planning Director; and, Theresa Eddy, Secretary.

Chair Thomas called the meeting to order at 3:00 p.m.

1. Approve Minutes of December 19, 2018.

Mr. Mendheim motioned to approve the minutes as written, Mr. Woodall seconded, and the motion carried.

2. Old Business

a. Wayfinding Project Update

Mr. McDonald stated that the Public Works Department notified him that things are returning to normal order and that the signs will be installed soon.

Mr. McDonald stated that concrete benches, urns, and plants have been ordered and will soon be installed for the Foster Street project.

Chair Thomas stated that Mr. Metzger and Ms. Parker have discussed placement of signs for Foster Fest which would have to last for the 10-months of the event.

b. Howell School Update

Chair Thomas stated that a portion of the roof caved in during Hurricane Michael and that they are still working on it.

c. Scouts Trail

Ms. Bienvenue stated that she spoke with Mr. Gosselin and the brick pillars were installed and signage should be installed by the end of the week.

3. New Business

a. Finance & Investment Committee Report

i. Financial Statement Review

Mr. Clark stated that the Finance Committee had met and is submitting expenses for approval.

ii. Expenses for Approval

The fiscal year 2019: October 2018 to September 2019

December 19, 2018 to January 14, 2019

Pre-approved Expenses	\$14,988.40
Non-Reoccurring Expenses:	\$ 4,738.26
Reoccurring Expenses:	\$ 6,187.12
Total Pending Expenses:	\$25,913.78

Mr. Clark motioned for approval from the Finance Committee, Mr. Mendheim seconded, and the motion carried.

Mr. Clark motioned for approval that the Finance Committee be able to move finances from the checking account into a CD, and vice versa, given the current account balances as well as the ability to authorize to move money between accounts in order to maximize return without the DDRA Board approval each time, Mr. Mendheim seconded, and the motion carried.

b. Projects Committee Report

No updates.

c. Personnel Committee Report

No updates.

d. Executive Director's Report

– By Executive Director Jamie Bienvenu

Ms. Bienvenu stated that they closed on The Nest on December 1, 2018. Ms. Bienvenu will be visiting the Diablo's in Bainbridge, who are the new owners at 131 N. Foster, as they will begin construction in early Spring. The plans should be submitted to the Planning Department soon.

Porter Hardware Sale - Ms. Bienvenu had requested competitive bids to host the sale and she's only received one bid so far and will be seeking out more. Others have recommended auctions but she believed that the nostalgic experience wouldn't be covered under an auction atmosphere.

e. Director of Merchants & Marketing Update

– By Merchants & Marketing Director Jessica Parker

In Ms. Parker's absence, Director Bienvenu read Mr. Parker's report.

i. Events Update:

a. New Year's Eve Event – Follow up

December 31, 2018 from 8:00 p.m. – 12:00 p.m.

Ms. Parker reported a successful event despite some rain. They had the largest crowd to date. The addition of the second stage and the inclusion of South Foster Street was a great addition and added more flow for the merchants. Ms. Parker will continue to work with the Fire and Police Departments to continue safety at this event for the community. There were no incidents reported and everyone seemed to have enjoyed it. The Peanut has been returned to the Woodall Building via Edward from the Call Bob team. Ms. Parker expressed her gratitude for the sponsors who fund this event as well as to the board for allowing the opportunity to host it. Special recognition went out to Mr. Deavours Clark and his family for the use of a golf cart which was a tremendous help in setting up the event.

b. Foster Fest

Ms. Parker reported that they are in the process of planning the 2019 Foster Fest event and that March through October will be filled with more excitement and people. Ms. Parker expressed her gratitude to the City Commission for approving \$100,000.00 from the City of Dothan on behalf of this event. Ms. Parker will continue to work with the Fire and Police Departments to make sure that this event is safe for everyone. Ms. Parker will share details from the Foster Fest committee at the next meeting.

c. Bourbon and Bow Ties – Date being planned

Ms. Bienvenue stated that Ms. Gina Grant will Chair this event and she will assist with the staff and they are looking at a Spring event around

April. This will be the annual Jimmy Grant event and this year it will be hosted out of Porter Hardware. Ms. Parker is working on the invitations.

ii. Merchants & Marketing

- a. Stix and Cones opened for full operation on January 2nd. Ms. Parker reported that Mr. Brett Smith has new menu items and encouraged everyone to try them. She also reported that he has a crowd every time she and Ms. Bienvenue have been there at lunch time.
- b. The Bliss Atelier is busy for Valentine's Day and they have decorated the storefront of Porter Hardware to which Ms. Parker has invited everyone to come to see Ms. Christie Grimsley's amazing job. Ms. Bienvenue encouraged everyone to get with Ms. Grimsley as soon as possible, as this is their busiest time of year.
- c. Website changes are being made through Push Crank Press and Ms. Parker will share the updates when they are completed.

f. Other New Business

- g. **Discussion for the Next Meeting Date:** February 20, 2019.

4. Adjourn

Vice-Chair Kirkland made a motion to adjourn, Mr. Mendheim seconded, and the motion carried. The meeting was adjourned at 4:16 p.m.

5. Privileges on the Floor: None

Pat Thomas, Chairman

Susan Wilkins, Secretary