

**DOTHAN DOWNTOWN REDEVELOPMENT AUTHORITY
MEETING MINUTES
JUNE 17, 2020**

The Dothan Downtown Redevelopment Authority (DDRA) held its regular meeting on Wednesday, June 17, 2020, 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
Susan Wilkins, Secretary
Bob Woodall

Members Absent:

Cliff Mendheim
Letitia Jackson, Treasurer
Deavours Clark

Others Present: Mayor Saliba; Jamie Bienvenu, DDRA Director; Jessica Parker, Director of Merchants & Marketing; Todd McDonald, AICP, Planning & Development Director; and, Theresa Eddy, Secretary.

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

1. Approve Minutes of May 20, 2020.

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

2. Old Business

A. Projects

- i. **Howell School Update** – Mr. McDonald stated that the final payment has been paid and that the project was considered closed.
- ii. **Other Old Business** – N/A

3. New Business

A. Finance & Investment Committee Report

i. Financial Statement Review

Ms. Wilkins submitted expenses for approval.

ii. Expenses for Approval

The fiscal year 2020: October 2019 to September 2020

May 18, 2020, to June 10, 2020

Pre-approved Expenses	\$ 0
Non-Reoccurring Expenses:	\$ 250.00
Reoccurring Expenses:	\$7,726.20
Total Pending Expenses:	\$7,976.20

Ms. Wilkins motioned to approve, Mr. Woodall seconded, and the motion carried.

B. Projects Committee Report

- i. **No update**

C. Personnel Committee Report

- i. **No update**

D. Executive Director's Report

– By DDRA Director, Jamie Bienvenu

- i. **The St. Andrews project** – The developers are still finalizing with the bank.
- ii. **COVID – 19 Recovery** – The merchants are seeing a slow recovery and are reporting business was still significantly down compared to pre-shutdown. They need community support to patronize their businesses and possibly more financial grant assistance to help during the long recovery process.

E. Director of Merchants & Marketing Update

– By Director of Marketing, Jessica Parker

i. Events Update

- a. **Foster Fest 2020 – July 3 – Still waiting on an update.**
Hopeful for an August event.

b. Stroll through Downtown (Merchants event that the DDRA supported)

- Saturday, June 20, 2020: 12:00 pm – 3:00 pm
- Entertainment for children by Titan Magic along with the Dothan Balloon Company for decoration will be at Waldington Park
- Merchants and Vendors will be set up in Porter Park
- Most retailers and restaurants are participating. Some \$10.00 specials.
- DDRA partnered with Merchants to provide Social Media Marketing for this event.

ii. Merchants & Marketing

- a. Created a new Social Marketing Strategy which will be implemented in June. Post Covid-19 plan – Calendar and direction moving forward to promote what the downtown businesses are doing.

F. Strategic Plan Updates

- i. **The Hump** – Met with new owners of the vacant properties at the Hump and they are very interested in partnering to improve the aesthetic and facades. They will partner on cleanup and screening plans. There will be more updates at next month's meeting. Chair Thomas asked if the long-term plans were discussed, Ms. Bienvenu stated that they were, and the owners were excited about them.
- ii. **City Code Changes** – Met with the Planning Department, Downtown Merchants, and tenants to discuss the revision to the noise ordinance.
- iii. **Hotel Development** – Met with a Boutique Hotel developer and partner, as well as Visit Dothan's president, to tour downtown and potential hotel sites. They met with the City Manager and Mayor after the tour.
- iv. **Juvenile Building** – McNair Project update – It's a slow process. Based on the feedback they are currently getting from the retail/commercial side of the property, they are possibly looking to include residential units as well, on the

first floor. They are finalizing some floorplans and will bring the changes to the DDRA Board for feedback and then they will submit the plans to the city.

F. Other New Business

i. Life Safety Grant Program

Ms. Wilkins motioned to approve, Mr. Woodall seconded, and the motion carried.

ii. Matching Grant application request.

KISS MY AXE

Reimbursement request on the architectural design fees:	\$1,956.00
Reimbursement request on signage fees:	<u>\$ 328.46</u>
TOTAL REQUESTED REIMBURSEMENT AMOUNT:	\$2,284.46

Mr. Woodall motioned to approve, Vice-Chair Kirkland seconded, and the motion carried.

4. Discussion for the Next Meeting Date: July 15, 2020, at 3:00 p.m.

5. Adjourn

Vice-Chair Kirkland made a motion to adjourn, Mr. Woodall seconded, and the motion carried. The meeting adjourned at 3: p.m.

6. Privileges on the Floor

Mr. Woodall - Farmers Market's new location – Ms. Bienvenu stated that the 501C has not been established – the second stage with ADEM – A meeting will be established with the Steering Committee.

Mr. Woodall - Say It Hotdogs and More opened by the Hump.

Ms. Wilkins – Houston County Farmer's Market area – Entering into the second phase and found out it was hot – there will be some monitoring. They closed on the gas station portion – the land will be sectioned out and Branton Land Surveyor will be working on that. The DDRA is interested in the large parcel of grass along the N. Foster Street directly across the street of the Farmer's Market.



Pat Thomas, Chairman



Susan Wilkins, Secretary