

Holly Springs Downtown Development Authority
Meeting Minutes
January 18, 2017

Members Present: Steve Adcock, Kevin Moore, Phyllis Long, Sonia Carruthers, Kyle Whitaker, and Chris DeLuca

Staff Members Present: City Manager Rob Logan, Mayor Steven Miller, Assistant City Clerk Donna Sanders, and Officer Jamie Wilson

Chairman Steve Adcock called the meeting to order at approximately 6:03 p.m.

Steve Adcock welcomed Mayor Miller to the meeting.

Unfinished Business

None to discuss

Treasurer's Report

Sonia Carruthers presented the quarterly Treasurer's Report for October 2016-December 2016. Kevin Moore made a motion to approve the October 2016-December 2016 report. Phyllis Long seconded the motion. The motion was approved 6-0-0.

New Business

City Manager, Rob Logan presented the application to fill the vacancy on the Board from 2016. Mayor Miller recommended Tim Downing to serve the remainder of Kimberly Atlee's term. The recommendation for approval will go before Council at the February meeting. Sonia Carruthers made a motion to recommend approval of Tim Downing to serve on the Downtown Development Authority Board. Phyllis Long seconded the motion. The motion was approved 6-0-0.

City Manager, Rob Logan presented the 2017 Special Events sponsorship request from Main Street Director, Erin Honea. Chris DeLuca made a motion to approve the \$1,500 sponsorship to support the Annual Easter Egg Hunt, the 13th Annual Autumn Fest and the 12th Annual Holly Springs Christmas Parade. Kevin Moore seconded the motion. The motion was approved 6-0-0.

City Manager Rob Logan presented the Georgia Power Company easement for the P. Rickman Extension and Associated Turn Lanes project. The easement is needed for Georgia Power Company to relocate a power pole where Palm Street intersects with Hickory Road. Kevin Moore made a motion to authorize the Chairman to execute the easement to Georgia Power Company. Phyllis Long seconded the motion. The motion was approved 6-0-0.

City Manager, Rob Logan gave a brief update on the Town Center Project. The City has requested proposals for a master developer for the Town Center Project. The proposals are due to the City on

March 3, 2017 by 3:00pm. Mr. Logan said the City is hoping to have a contract in place by the summer of 2017.

City Manager, Rob Logan gave an update on the Streetscapes Project, adding the turn lanes at Hickory Road and Holly Springs Parkway. He stated we are waiting on Georgia Power to relocate utility poles. Also, we need to get approval from the Railroad to update the railroad crossing.

Kevin Moore made a motion to approve the October 19, 2016 meeting minutes. Phyllis Long seconded the motion. The motion was approved 5-0-1. Chris DeLuca abstained from voting since he was not in attendance at the October 19th meeting.

Steve Adcock thanked Mayor Miller for attending the meeting and asked if he had anything to share with the Board.

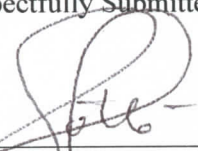
Mayor Miller told the Board it's going to get busy over the next 4 years with the downtown development and the Board may need to start meeting once a month versus quarterly.

Kevin Moore asked when a decision would be made to move the meetings to monthly. Per City Manager Rob Logan, a decision can be made at the April meeting since the request for proposal deadline is March 3.

Sonia Carruthers made a motion to adjourn the meeting at approximately 6:30pm. Kevin Moore seconded the motion. The motion was approved 6-0-0.

Meeting Adjourned

Respectfully Submitted




Steve Adcock, Chairman

4-19-17

Date

Attest:



Donna Sanders, Assistant City Clerk