



**MEETING MINUTES**  
**Special Called Meeting**  
**Thursday, September 19, 2019- 10:00 a.m.**  
**Richmond Hill/Bryan County**  
**Chamber of Commerce 2591**  
**Highway 17, Suite 100,**  
**Richmond Hill, GA 31324**

Members present – Georgene Brazer, Paige Glazer, Catherine Grant, Brad Brookshire, Bill Donahue and Jitan Patel. Eddie Warren absent.

Staff Present – Scott Allison, Becky Armbrister

The meeting was called to order by Georgene Brazer at 10:08 a.m.

The meeting agenda was approved with a motion by Glazer and a second by Grant. Approved by all.

The August 6<sup>th</sup> meeting minutes were approved with a motion by Brookshire and second by Donahue. All were in favor.

The financial report was given by Armbrister. A motion was made by Grant to approve the reimbursement of \$155 to Brookshire for a DDA dinner and \$1,475.88 to the City for GA Downtown Conference hotel charges. Seconded by Patel. All were in favor.

The financial report was approved with a motion by Brookshire and a second by Patel. All were in favor.

The DDA August monthly report was reviewed by Armbrister. Project updates were given and GDOT staff changes were discussed.

A façade grant application was distributed from Gene Brogdon for a mural on the Flashbacks' wall. The mural and the application were discussed. Brookshire made a motion to approve the \$3,000 façade grant application request. There was a second by Grant. All were in favor.

The Vibrant Communities Grant was discussed with results expected in October. A mural on the electrical building in J.F. Gregory park was approved with a motion by Brookshire and a second by Glazer. All were in favor.

The Mission Statement of the DDA was discussed in detail. Glazer made a motion with a second by Patel, voted in favor by all, to adopt the following as the mission statement for the DDA:

The Downtown Development Authority of Richmond Hill serves the community by intentionally leading public improvements and private partnerships that have meaningful impact in enhancing the downtown area.

Quick project updates were discussed. Painting of utility boxes will be on the October agenda. The next meeting date is set for October 1<sup>st</sup>.

Meeting was adjourned at 10:59 with a motion from Donahue, seconded by Glazer and carried by all.