



MEETING MINUTES
Regular Monthly Meeting
Tuesday, February 4, 2020- 9:30 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, Robbie Ward and Eddie Warren

Members absent- Brad Brookshire and Jitan Patel

Staff Present – Becky Armbrister

The meeting was called to order by Georgene Brazer at 9:33 a.m.

The meeting agenda was approved with a motion by Glazer with a second by Warren. All were in favor.

The January 7th meeting minutes were approved with a motion by Grant and second by Glazer. All were in favor.

The December bank statement was reviewed by Warren, there are two outstanding checks, one to E & D Coatings for the painting of mast arms and light poles and one to Georgia Downtown Association for dues. A motion was made by Grant to approve the financial report with a second by Glazer. All were in favor.

Armbrister gave the DDA Monthly Report with updates on the street name sign install, banner sign installation, mural and RFP requests. Street name signs currently have 6 fully installed and 3 foundations complete. EOM works on these when there is no other urgent or emergency City work. The schedule of the banner installation was discussed and further conversation held off until that agenda item. Chris Walker the artist has begun to clean the building today for mural preparation. Armbrister stated that there have been 20 requests for the RFP for the Downtown Vision and Action Plan.

Glazer made a motion to amend the by-laws for the regular meeting time to change from 9:30 to 8:30 every first Tuesday of the month with an effective date of the March 3rd regular meeting. There was a second by Ward and all were in favor.

Ken Bleakly of Bleakly Advisory Group was introduced and gave a short synopsis of the process to form a Tax Allocation. There was a general discussion regarding the TAD process and the role of the DDA. There was a motion by Ward to approve the TAD proposal by Bleakly Advisory Group in the amount of \$18,500. There was second by Grant and all were in favor.

There was a motion by Warren with a second by Ward to table the Façade Grant Guidelines discussion to the next meeting due to time constraints.

The board discussed the proposals to hang the banners. Ward stated he would work with EOM on the schedule and the cost of the EOM proposal. There was a motion to have EOM complete this work in scope with a second by Grant. All were in favor.



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The board was presented with watering options for additional crepes. There was a brief discussion of the fire department doing the watering. Warren made a motion to table to the next meeting due to time constraints with Glazer as a second. All were in favor.

The next meeting date of March 3rd at the new 8:30 meeting time was noted.

Meeting was adjourned at 11:06 with a motion from Warren, seconded by Ward and carried by all.