



**Monthly Meeting Summary
Downtown Development Authority
Virtual Meeting**

Wednesday, March 16, 2022
East Point, GA 30344
5:00 pm

I. Call to order

The call to order was placed by Ms. Appleby at 5:14 pm.

Board Members Present:

Chairperson Sonia Booker, Vice-Chairperson Marc Hardy, Treasurer Jeremy Farmer, Marvin Bussey, and Henry Adeleye

Staff/Attorney Present:

Maceo Rogers (Director of Economic Development) and Rhonda Appleby (Economic Development Specialist/Staff Liaison)

II. Approval of the agenda

Mr. Adeleye motioned to approve the agenda as written. Mr. Bussey seconded the motion. **Approved unanimously, the motion carried.**

III. Approval of the meeting summaries: *October 20, 2022 and November 17, 2022*

Mr. Adeleye motioned to approve the October 20, 2022 meeting summary. Mr. Farmer seconded the motion. **Approved unanimously, the motion carried.**

Mr. Adeleye motioned to approve the November 17, 2022 meeting summary. Ms. Booker seconded the motion. **Approved unanimously, the motion carried.**

IV. Economic Development Updates

Mr. Rogers stated that he has been absent from the office for the past two (2) weeks; therefore, he could not provide an immediate update.

Ms. Appleby informed the board that the city has advertised the DDA's solicitation for legal services. The advertisement expires on March 30, 2022. Ms. Appleby stated that once all solicitations are received, she will distribute to the board for their review.

VI. Old Business

Ms. Appleby informed the board that council approved and signed off on the auditorium bond documents. Ms. Appleby stated that the DDA's Chair and Secretary (Ms. Booker and Ms. Appleby, respectively) would also need to sign off on the bond documents.

V. New Business

Ms. Booker inquired about the status of opening the board's checking account. Ms. Appleby stated that due to the city's Finance Director and various finance staff

resignations, the matter was temporarily paused. Ms. Appleby added that she would continue to keep the board informed of the matter.

III. Adjournment

Having no further business, the meeting properly adjourned at 5:29 pm following a unanimous adoption of a motion made by Ms. Booker, seconded by Mr. Hardy. **Approved unanimously, the motion carried.**

Summary properly recorded by:

Rhonda Appleby

(Rhonda Appleby, Recording Secretary)