

**MINUTES**  
**DOWNTOWN DEVELOPMENT AUTHORITY**

The Downtown Development Authority Board held a regular scheduled meeting on November 6<sup>th</sup>, 2018, at 11:00 a.m., at Wayne Memorial Conference Room. Roll call was as follows:

Chair, Jennifer Reeder	Present
Vice Chair, Jerilyn Bennett	Present
Jeff Chandler	Absent
Rick Peel	Present
Kim Rozier	Present
Debi Smith	Present
Dawn Zmuda	Present
City Manager, Mike Deal	Present
Building Inspector, Don Herrin	Absent
DDA Director, Molly O’Hearon	Present

Chairman Reeder made motion seconded by Mrs. Zmuda to approve regular scheduled minutes dated October 2<sup>nd</sup>, 2018.

All board members present voted yes.

Discussion was held on the following old business:

- Arch Fest – October 27<sup>th</sup>, 2018. Good turnout overall and no money was lost in event.
- Dining through Downtown – DDA was a sponsor for this event, with the Chamber hosting the event. Event proved to be a great night downtown.

Discussion was held on the following new business:

- Café Euro’s Ribbon Cutting will be held at new location on November 8<sup>th</sup>, 2018
- Shop local – Small Business Saturday will be November 24<sup>th</sup>, 2018
- Lighting of the Tree will be November 29<sup>th</sup>, 2018 at 6 p.m. Pam Hightower a former DDA Board member, will be honored, with her family lighting the tree in her memory.
- Live Nativity will be November 29<sup>th</sup> & 30<sup>th</sup>, 2018 from 6 – 8 p.m. each night, put on by Altamaha Baptist Church
- Downtown Christmas Open House will be December 7<sup>th</sup>, 2018
- First Friday, will be held on Thursday, December 8<sup>th</sup>, 2018 with a Community Wide Pep Rally held downtown. Afterwards pizza will be provided to school students/athletes.
- Breakfast with Santa will be at Café Euro on December 8<sup>th</sup>, 2018, from 8 – 10 a.m.

Director O’Hearon stated Rural Zone Designation begins in January 2019. Quotes for signage are being obtained for the RSVP Plan.

Next DDA meeting will be rescheduled to December 11<sup>th</sup>, 2018.

Meeting Adjourned,

**Tracy Smith**  
Secretary