



Main Street Program / Downtown Development Authority Board Agenda

August 05, 2021 8:45 AM

The Corner Kitchen - 270 E Main Street Dahlonaga

Call to Order

Amendment to the Agenda

Meeting Minutes

1. Main Street/DDA Board July Meeting Minutes
Skyler Alexander, Main Street/DDA Staff
2. Special Called Meeting July 8, 2021 Meeting Minutes
Skyler Alexander, Main Street/DDA Staff

Continuing Business

3. DDA Draft Budget FY2022
Bill Schmid, City Manager
4. Fund Balance
Allison Martin, Finance Director
5. DDA Executive Director Qualifications
Ryan Puckett, Main Street/DDA Chairman

New Business

6. 147 Park Street Hotel Proposal Discussion
Ryan Puckett, Main Street/DDA Chairman
7. DDA/Main Street By-Laws
Ryan Puckett, Main Street/DDA Chairman

Main Street / DDA Monthly Report

8. May Main Street/DDA Financials
Bill Schmid, City Manager
9. June Main Street/DDA Financials
Bill Schmid, City Manager

Announcements from Partner Agencies

- A. City of Dahlonaga
- B. University of North Georgia
- C. Chamber of Commerce/Tourism Office
- D. Historic Preservation Commission
- E. Planning & Zoning Commission
- F. Dahlonaga Downtown Business Association

Adjourn



Main Street Program / Downtown Development Authority Board Minutes

July 01, 2021 8:45 AM

Jethro's Coffee & Public House - 21 N Grove St Unit C and D,
Dahlonega, GA 30533

Call to Order

The meeting was called to order at 8:45 a.m.

Present

Chairman Ryan Puckett
Vice Chairman Tony Owens
Board Member DeEnna Walters
Board Member Donna Logan
Board Member Amy Thraikill
Board Member Ryan Reagin
Board Member Joel Cordle

Amendment to the Agenda

Motion made by Board Member Walters to amend the agenda to include The Main Street/DDA Board vacancy and 147 N Park Street Letter. Seconded by Vice Chairman Owens. Voting Yea: Board Member Logan, Board Member Thraikill, Board Member Reagin, Board Member Cordle.

Motion made by Vice Chairman Owens to allow Board Member Thraikill to vote remotely, Seconded by Board Member Walters. Voting Yea: Board Member Logan, Board Member Thraikill, Board Member Reagin, Board Member Cordle.

Meeting Minutes

1. Main Street/DDA Board May Meeting Minutes

- Chairman Puckett requested to amend the May Main Street/DDA Minutes to correct the spelling of Dan McCrae.

Motion to approve made by Board Member Walters, Seconded by Board Member Reagin. Voting Yea: Chairman Puckett, Vice Chairman Owens, Board Member Logan, Board Member Thraikill, Board Member Cordle.

2. Main Street/DDA June Meeting Minutes

- Mr. Puckett requested a motion to approve the June meeting minutes as written.

Motion to approve as written made by Vice Chairman Owens, Seconded by Board Member Cordle. Voting Yea: Board Member Walters, Board Member Logan, Board Member Thraikill, Board Member Reagin.

Continuing Business

3. Head House Financing Documents Bill Schmid, City Manager

- The Main Street/DDA Board along with the City Manager and City Attorney discussed liability concerns, financial concerns, and the role and responsibility of the Main Street/DDA throughout the process.
- Mr. Puckett requested a motion to approve the Head House Financing Documents as written.

Motion to approve the documents as written by Vice Chairman Owens, Seconded by Board Member Cordle. Voting Yea: Board Member Walters, Board Member Logan, Board Member Thraikill, Board Member Reagin.

New Business

4. DDA Draft Budget FY2022 Bill Schmid, City Manager
 - City Manager Schmid discussed the highlights of the DDA budget.
 - City Clerk Csukas invited the board to the upcoming Council budget meetings on July 6th & 7th at 9:00 a.m.
 - The Main Street/DDA Board discussed the budget and requested this item to be on the August Meeting Agenda.
5. DDA Executive Director Qualifications Ryan Puckett, Main Street/DDA Chairman
 - The Main Street/DDA Board discussed qualifications for the Main Street/DDA manager and/or director.
 - Mr. Schmid outlined the salary requirements for this position.
 - This item was tabled for the next Main Street/DDA Meeting.

Main Street / DDA Monthly Report

6. Main Street – June 2021 Ariel Alexander, Main Street/DDA Staff Skyler Alexander, Main Street/DDA Staff
 - Mr. Schmid outlined the report to the board members.
 - Ms. Csukas informed the board of the proposed Head House plans and the upcoming Independence Day plans.
7. May Main Street/DDA Financials Bill Schmid, City Manager
 - The Main Street/DDA Board tabled the May Financials for the next Main Street/DDA Meeting.
8. Letter of Support for 147 N Park Street

Motion to amend the agenda to discuss the Letter of Support made by Board Member Reagin, Seconded by Vice Chairman Owens. Voting Yea: Board Member Walters, Board Member Logan, Board Member Thrailkill, Board Member Cordle.

 - Mr. Schmid suggests the biggest issue is ground level parking.
 - The Main Street/DDA Board had a discussion of letter of support for 147 N Park Street, but no action was taken.
9. The Main Street/DDA Board Vacancy
 - City Attorney, Doug Parks, explained how board vacancies work, according to the DDA bylaws.

Announcements from Partner Agencies

- A. City of Dahlonega – No Additional Reporting
- B. University of North Georgia – No Report
- C. Chamber of Commerce/Tourism Office
 - Mr. Puckett reported for Director of Tourism, Sam McDuffie, that the Tourism Office hired their new Communications Coordinator, they began a new partnership with Georgia Public Broadcasting, and they are discussing with the tourism board a new PA system.
- D. Historic Preservation Commission – No Report
- E. Planning & Zoning Commission – No Report
- F. Dahlonega Downtown Business Association – No Report

Adjourn

The Main Street/DDA Meeting was adjourned at 10:30 a.m.



Special Called Meeting - Main Street Program / Downtown Development Authority Board Minutes

July 08, 2021 8:45 AM

McCullough Council Chambers – City Hall

Call to Order

The meeting was called to order at 8:49 a.m.

PRESENT

Chairman Ryan Puckett
Vice Chairman Tony Owens
Board Member DeEnna Walters
Board Member Donna Logan
Board Member Amy Thraikill
Board Member Ryan Reagin
Board Member Joel Cordle

Approval of Agenda

Motion to approve the agenda made by Board Member Cordle, Seconded by Vice Chairman Owens.
Voting Yea: Vice Chairman Owens, Board Member Walters, Board Member Logan, Board Member Thraikill, Board Member Reagin, Board Member Cordle

Continuing Business

1. A RESOLUTION OF THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF DAHLONEGA APPROVING AND AUTHORIZING THE EXECUTION, DELIVERY AND PERFORMANCE OF A PROMISSORY NOTE AND AN INTERGOVERNMENTAL CONTRACT BETWEEN THE AUTHORITY AND THE CITY OF DAHLONEGA, GEORGIA RELATING TO THE PROMISSORY NOTE.

Motion to approve the resolution made by Board Member Walters, Seconded by Board Member Cordle.
Voting Yea: Vice Chairman Owens, Board Member Walters, Board Member Logan, Board Member Thraikill, Board Member Reagin, Board Member Cordle.

Adjourn

Motion to adjourn made by Board Member Walters, Seconded by Board Member Thraikill.
Voting Yea: Vice Chairman Owens, Board Member Walters, Board Member Logan, Board Member Thraikill, Board Member Reagin, Board Member Cordle.

- The meeting was adjourned at 8:53 a.m.

Calculations as of 09/30/2021

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 09/30/21	2020-21 PROJECTED ACTIVITY	2021-22 CITY MANAGER BUDGET
ESTIMATED REVENUES							
Dept 0000 - NON DEPARTMENTAL							
INTERGOVERNMENTAL REVENUE							
230.0000.33.9000	INTERGOVERNMENTAL REVENUES	1,195					
	INTERGOVERNMENTAL REVENUE	1,195					
CHARGES FOR SERVICES							
230.0000.34.5410	PARKING CHARGES				358		
230.0000.34.6990	OTHER FEES	919	200	200		200	
	CHARGES FOR SERVICES	919	200	200	358	200	
INVESTMENT INCOME							
230.0000.36.1000	INTEREST REVENUES				308		
	INVESTMENT INCOME				308		
CONTRIBUTIONS AND DONATIONS							
230.0000.37.1000	CONTRIBUTIONS - PRIVATE SOURCES	245					
	CONTRIBUTIONS AND DONATIONS	245					
MISCELLANEOUS REVENUE							
230.0000.38.9000	MISCELLANEOUS REVENUES	941			87		
	MISCELLANEOUS REVENUE	941			87		
TRANSFERS IN FROM OTHER FUNDS							
230.0000.39.1100	TRANSFERS IN - GENERAL FUND	281,019	255,057	255,057	191,293	255,057	275,382
230.0000.39.1275	TRANSFERS IN - HOTEL/MOTEL TAX		29,377	29,377	22,033	29,377	47,616
	TRANSFERS IN FROM OTHER FUNDS	281,019	284,434	284,434	213,326	284,434	322,998
Totals for dept 0000 - NON DEPARTMENTAL		284,319	284,634	284,634	214,079	284,634	322,998

Calculations as of 09/30/2021

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 09/30/21	2020-21 PROJECTED ACTIVITY	2021-22 CITY MANAGER BUDGET
ESTIMATED REVENUES							
Dept 7554 - DAHLONEGA 2000							
DAHLONEGA 2000							
230.7554.38.1000	MISCELLANEOUS REVENUES		800	800		800	
	DAHLONEGA 2000		800	800		800	
Totals for dept 7554 - DAHLONEGA 2000			800	800		800	

Calculations as of 09/30/2021

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 09/30/21	2020-21 PROJECTED ACTIVITY	2021-22 CITY MANAGER BUDGET
ESTIMATED REVENUES							
TOTAL ESTIMATED REVENUES		284,319	285,434	285,434	214,079	285,434	322,998
APPROPRIATIONS							
Dept 7510 - DDA ADMINISTRATION							
DDA ADMINISTRATION							
230.7510.51.1100	SALARIES AND WAGES	139,384	144,114	144,114	48,497	144,114	71,050
230.7510.51.1300	OVERTIME	242			305		
230.7510.51.2100	GROUP INSURANCE	2,308	2,466	2,466	5,235	2,466	26,771
230.7510.51.2200	FICA CONTRIBUTIONS	10,569	11,025	11,025	3,675	11,025	5,435
230.7510.51.2400	RETIREMENT CONTRIBUTIONS	18,440	17,800	17,800	13,477	17,800	18,690
230.7510.51.2600	UNEMPLOYMENT CLAIMS	4,745					
230.7510.51.2700	WORKERS COMPENSATION	279	3,443	3,443	2,815	3,443	3,203
230.7510.52.1000	PROFESSIONAL/TECHNICAL SERVICES	19,623	1,655	1,175	2,032	2,425	3,225
230.7510.52.2000	PURCHASED PROPERTY SERVICES			480	320	480	480
230.7510.52.2200	REPAIRS AND MAINTENANCE				575	575	1,500
230.7510.52.2300	RENTALS	574	1,240	1,240		1,240	1,240
230.7510.52.3100	INSURANCE	4,490	2,832	2,832	4,375	2,832	4,594
230.7510.52.3200	COMMUNICATIONS	999	1,108	1,108	314	1,440	1,440
230.7510.52.3300	ADVERTISING	31	100	100		100	300
230.7510.52.3400	PRINTING		255	255	49	255	500
230.7510.52.3500	TRAVEL	2,313					
230.7510.52.3600	DUES AND FEES	1,796	2,210	2,260	1,378	2,627	2,660
230.7510.52.3700	EDUCATION AND TRAINING	950	550	550	225	550	1,500
230.7510.52.3910	POSTAGE	4	100	100		100	100
230.7510.52.3944	SMALL EQUIPMENT		2,600	2,600	195	195	1,000
230.7510.53.1100	GENERAL SUPPLIES AND MATERIALS	1,817	2,650	2,650	1,420	1,350	1,500
230.7510.53.1210	WATER/SEWER	482	500	500	496	1,000	1,400
230.7510.53.1230	ELECTRICITY	617	600	600	4,071	3,600	4,400
DDA ADMINISTRATION		209,663	195,248	195,298	89,454	197,617	150,988
Totals for dept 7510 - DDA ADMINISTRATION		209,663	195,248	195,298	89,454	197,617	150,988

Calculations as of 09/30/2021

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APPROPRIATIONS							
Dept 7540 - TOURISM							
TOURISM							
230.7540.51.1100	SALARIES AND WAGES		12,003	12,003		12,003	31,911
230.7540.51.2100	GROUP INSURANCE		591	591		591	10,200
230.7540.51.2200	FICA CONTRIBUTIONS		918	918		918	2,824
230.7540.51.2400	RETIREMENT CONTRIBUTIONS		1,560	1,560	1,056	1,560	13,650
230.7540.52.1000	PROFESSIONAL/TECHNICAL SERVICES		30,500	30,500	3,480	30,500	36,500
230.7540.52.2300	RENTALS		5,100	5,100			5,100
230.7540.52.3400	PRINTING		500	500		500	500
230.7540.52.3600	DUES AND FEES		500	500			
230.7540.53.1100	GENERAL SUPPLIES AND MATERIALS	7	4,800	4,800	215	4,800	4,800
	TOURISM	<u>7</u>	<u>56,472</u>	<u>56,472</u>	<u>4,751</u>	<u>50,872</u>	<u>105,485</u>
Totals for dept 7540 - TOURISM		<u>7</u>	<u>56,472</u>	<u>56,472</u>	<u>4,751</u>	<u>50,872</u>	<u>105,485</u>

Calculations as of 09/30/2021

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 09/30/21	2020-21 PROJECTED ACTIVITY	2021-22 CITY MANAGER BUDGET
APPROPRIATIONS							
Dept 7550 - DOWNTOWN DEVELOPMENT							
DOWNTOWN DEVELOPMENT							
230.7550.51.1100	SALARIES AND WAGES	29,233					31,911
230.7550.51.1300	OVERTIME	78					
230.7550.51.2100	GROUP INSURANCE						10,200
230.7550.51.2200	FICA CONTRIBUTIONS	2,214					2,824
230.7550.51.2700	WORKERS COMPENSATION	2,981					
230.7550.52.1000	PROFESSIONAL/TECHNICAL SERVICES	41,520	20,000	20,000	7,868	10,000	15,000
230.7550.52.2200	REPAIRS AND MAINTENANCE	957	500	500			
230.7550.52.2300	RENTALS	1,663					
230.7550.52.3300	ADVERTISING	68	6,634	6,634	12	6,634	2,000
230.7550.52.3400	PRINTING	1,093	500	500	108	500	500
230.7550.52.3600	DUES AND FEES	916	1,280	1,280	693	1,473	1,490
230.7550.52.3700	EDUCATION AND TRAINING	275			100		
230.7550.52.3944	SMALL EQUIPMENT	400					
230.7550.53.1100	GENERAL SUPPLIES AND MATERIALS	4,360	4,500	4,500	110	2,000	2,000
230.7550.53.1270	MOTOR FUEL	757	250	250	486	600	600
230.7550.53.1780	BEAUTIFICATION SUPPLIES	10,481			47		
	DOWNTOWN DEVELOPMENT	96,996	33,664	33,664	9,424	21,207	66,525
Totals for dept 7550 - DOWNTOWN DEVELOPMENT		96,996	33,664	33,664	9,424	21,207	66,525

BUDGET REPORT FOR CITY OF DAHLONEGA
 Fund: 230 DOWNTOWN DEVELOPMENT AUTHORITY

Calculations as of 09/30/2021

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 09/30/21	2020-21 PROJECTED ACTIVITY	2021-22 CITY MANAGER BUDGET
APPROPRIATIONS							
Dept 7554 - DAHLONEGA 2000							
DAHLONEGA 2000							
230.7554.52.3600	DUES AND FEES		50				
230.7554.52.3900	OTHER PURCHASED SERVICES	2,635					
	DAHLONEGA 2000	<u>2,635</u>	<u>50</u>				
Totals for dept 7554 - DAHLONEGA 2000		<u>2,635</u>	<u>50</u>				
TOTAL APPROPRIATIONS		<u>309,301</u>	<u>285,434</u>	<u>285,434</u>	<u>103,629</u>	<u>269,696</u>	<u>322,998</u>
NET OF REVENUES/APPROPRIATIONS - FUND 230		<u>(24,982)</u>			<u>110,450</u>	<u>15,738</u>	
	BEGINNING FUND BALANCE	425,534	400,553	400,553	400,553	400,553	416,291
	ENDING FUND BALANCE	400,552	400,553	400,553	511,003	416,291	416,291

CITY OF DAHLONEGA, GEORGIA FUND BALANCE POLICY

Purpose:

For increased financial stability, the City of Dahlonega desires to manage its financial resources by establishing a Fund Balance policy. This will ensure the City maintains a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unexpected one-time expenditures. The intent of this policy is to maintain compliance with GASB Statement 54.

Definitions:

Fund Balance: Fund balance is the difference between assets and liabilities in the governmental fund balance sheets. Fund balance is used to accumulate resources for use in future periods.

Non-Spendable Fund Balance: Non-Spendable Fund Balance amounts are not in spendable form. (e.g., supplies, inventories and prepaid items) This also includes funds that cannot *currently* be spent (e.g., the long-term portion of loans receivable and nonfinancial assets held for resale) or funds that are legally or contractually required to be maintained intact (principal of an endowment or revolving loan fund).

Restricted Fund Balance: Restricted Fund balance amounts are constrained by an external party, such as creditors, grantors, contributors, or laws or regulations of other governments. Also, amounts on which constraints have been placed by law through constitutional provisions or by enabling legislation and are legally enforceable by external parties. Restrictions may be changed or lifted only with the consent of the resource provider.

Committed Fund Balance: Amounts on which constraints have been placed by the City Council, the City's highest level decision making authority, through the adoption of a resolution which includes the terms "committed for the purpose of". Commitments may only be changed or rescinded through the adoption of a subsequent resolution: the subsequent resolution shall refer to the original resolution by number.

Resolutions committing amount must be adopted prior to the end of the fiscal year. However, the amount to be committed may be determined within 90 days of fiscal year-end.

Assigned Fund Balance: Amounts on which constraints have been placed by the City to use for a special purpose. The City Council may assign amounts through the adoption of a motion made during a public meeting of the Council. The City Council also authorizes the City Manager to assign amount through a written memorandum.

Transfers to special revenue, capital projects, debt service, or permanent funds shall constitute assignments and shall be documented through the adoption of the City's operating budgets or subsequent budget amendments.

Assignments must be adopted prior to the end of the fiscal year; the amount must also be determined prior to fiscal year-end.

Amounts appropriated to eliminate a projected deficit in the subsequent fiscal year's budget shall constitute assignments and be documented by adoption of the City's operating budgets.

Equity amounts reported in special revenue, capital projects, debt service, or permanent funds not otherwise classified as non-spendable, restricted, or committed should constitute assignments.

Unassigned Fund Balance: Equity amounts reported in the General Fund not otherwise classified as non-spendable, restricted, committed, or assigned. Unassigned amounts are the portion of fund balance that is available for any purpose. Governmental funds other than the General Fund shall not report positive unassigned fund balance.

Governmental funds shall not report assignments of fund balance which result in negative unassigned fund balance.

Unrestricted Fund Balance: Unrestricted fund balance is the total of committed, assigned, and unassigned components.

Fund Balance Target: Fund balance target is the amount this policy has set for the City to maintain the unrestricted fund balance.

Surplus: Surplus is the amount by which unassigned fund balance exceeds the fund balance target.

Shortfall: Shortfall is the amount by which the unassigned fund balance is under the fund balance target.

Expenditures: Expenditures are all uses of financial resources, budgeted for any purpose, and include operating and capital expenses, debt service, and transfers to other funds.

Operating Expenditures: Operating expenditures are uses of financial resources for personnel, supplies, services and materials, and exclude capital expenses, debt service, and transfers to other funds.

Fund Balance Target:

A fund balance target is established for the General Fund based on its level of operating expenses. The amount set for the General Fund is based on the predictability of revenues, volatility of expenditures, and liquidity requirements and should be reviewed periodically.

The fund balance target will include the total of the amounts accounted for as unassigned fund balance.

In calculating the ratio of unassigned fund balance to proposed expenditures, the latest audited Comprehensive Annual Financial Report (CAFR) shall be compared with the budget in effect when the CAFR is released. In essence this will mean the current year budgeted expenditures will be compared with the prior year's unrestricted fund balance.

The fund balance target for the General Fund shall be not less than 6 months of regular general fund operating revenues or regular general fund operating expenditures.

Surplus:

If it is determined there is a surplus (an amount in excess of the upper limit of the fund balance range for any fund), the funds are to be designated or appropriated at the next quarterly budget amendment for the following purposes in order of priority:

1. Eliminate shortfalls in related funds. Any General Fund surplus shall be transferred to cover shortfalls within any other fund initiated by the City to provide City services.
2. Reduction or avoidance of debt. If there is short-term debt within the fund the surplus may be applied to reduce or eliminate the debt if financial analysis proves this to be advantageous for the City. If a borrowing is scheduled, the surplus may be used to reduce the principal amount the City needs to obtain if financial analysis proves this to be advantageous for the City.
3. Applied to assigned fund balance. Surplus funds may be used to supplement or enhance an economic stabilization or capital replacement program such as vehicle, personal computer, or heavy equipment replacement, or any other capital replacement program initiated by the City.
4. One-time capital needs. Since a surplus does not represent a recurring source of revenue it should not be used to fund a recurring expense; however, if a one-

time capital expenditure has been identified, but not already funded through an appropriation, the surplus may be appropriated for this use.

5. Tax, fee, or rate stabilization. Surplus funds may be designated for stabilization in order to avoid raising taxes, fees, or rates related to the fund in subsequent years.

Shortfall:

If it is determined there is a shortfall (an amount below the fund balance target the fund balance is to be rebuilt through the following mechanisms in order of priority:

1. Distribution of surplus from other related funds as delineated under "Surplus" category.
2. An appropriation during the next annual budget process of at least 20% of the difference between the current unassigned fund balance and the fund balance target. If this is not financially feasible, a written plan shall be forwarded by the City Manager to the Council for approval in order to restore the unassigned fund balance to the fund balance target amount within a reasonable time frame. This plan may require reduction of services, increases in taxes, fees, or rates, or some combination thereof.

Disbursements of Constrained Amounts: For the purpose of fund balance classification, the City considers restricted amounts spent first when an expenditure is incurred for which both restricted and unrestricted fund balance is available. Furthermore, the City first considers committed, then assigned, and then unassigned amounts are spent when an expenditure is incurred for purposes of which those unrestricted fund balance classifications are available.

This policy will only be deviated from when outside parties require fund balance to be used in a different order (i.e. grantors, creditors, or laws or regulations of other governments).

Annual Review: Compliance with the provisions of this policy shall be reviewed as a part of the annual budget process and the amounts of non-spendable, restricted, committed, assigned, and minimum General Fund unassigned amounts shall be determined during this process.

The Finance Director shall be charged with maintaining written records of all restrictions, commitments, and assignments.



Dahlonega's Public Square
PO BOX 731
DAHLONEGA, GA 30533
info@doverrealtyinc.com
www.vinsondoverrealty.com

Victor Dover, Broker

706-864-2600

March 30, 2021

Bill Schmid
Acting DDA Director
City of Dahlonega
465 Riley Road
Dahlonega, GA 30533

Letter of Interest – 147 North Park Street, Dahlonega, GA.

Mr. Schmid and City of Dahlonega:

We are excited to submit on behalf of our Client, Rivermont Hospitality, LLC, this Letter of Interest as it relates to the City of Dahlonega's solicitations for a proposed use development for the City-owned property located at 147 North Park Street. Below (and attached) is the requested information with regards to their team and development vision for the property:

Proposed Project and Vision:

They believe the highest and best use for 147 North Park Street (2.62 +/- acres) is a luxury hotel. Their project would be a five-story Premium Brand, Select-Service Hotel that will feature 109 rooms, conference space, fitness center, pool, and a rooftop dining with observation deck. The site and structures would be designed to maintain an architectural aesthetic that is in keeping with the Historical Downtown Dahlonega area created in brick to complement the old Historic Courthouse and Downtown buildings. Attached are renderings from our client's current project in Blue Ridge, Georgia as a reference for a potential design.

Our client's vision is to make this hotel a center point of Downtown where both locals and tourist are attracted to enjoy Southern Hospitality at its finest. From the rooftop they'll be able to dine, overlook the Square and the Mountains, and observe. The lobby will feature a gallery for local artists, artisans, local businesses, and local attractions. Our client's goal is to not just build a hotel, but to use that platform to proudly promote the City of Dahlonega and Lumpkin County as a whole.

Our client's desire is to purchase the entirety of the property Fee Simple with stipulations and input from the Downtown Development Authority and the City. This would give the City of Dahlonega a high initial return on investment while also giving us the flexibility to work with our franchise partners. We are willing to work with the DDA to come to a mutually beneficial deal that will give the City an income stream while freeing it of long-term responsibility of the property. Our clients expect that their monetary investment in Dahlonega – in property and infrastructure - will total close to twenty million dollars.

Project Highlights

- I. Primary Use
 - a. Premium Brand Select Service Hotel
- II. Size
 - a. 5 Stories
 - b. 109 Rooms
 - c. Approximate Floor Area of 15,000 sqft
- III. Hotel Parking
 - a. 1 space per room
- IV. Estimated Project Value
 - a. \$18 million
- V. Land Value
 - a. \$1.1 million
- VI. Monthly Water Usage:
 - a. TBD
- VII. City Responsibilities / Costs:
 - a. Demolition and clearing of existing structure(s)
 - b. Any required offsite road improvements to serve site
 - c. Any required offsite utility extensions or improvements to serve site
 - d. Any required environmental or geotechnical remediation

Parking / Public Parking

We recognize the City of Dahlonega's ever-growing need for more public parking. Our clients are open to working with the DDA to come to a mutually beneficial agreement that allows the City to not just retain parking but expand available spaces and financially benefit from them in the long term. While preliminary, the total site impact is expected to be only 1.6 - 1.8 of the total 2.62 acres, potentially leaving 1+/- acre of space available for a potential public/private partnership with the City of Dahlonega. This could include providing a structured parking area that will accommodate 76-98 spaces for Public Parking on an agreed-upon portion of the site along with a form of revenue sharing from those spaces that the City finds agreeable.

Economic Impact

Along with the initial funds the City would receive for the property from the fee simple sale, the positive economic impact will greatly benefit the City of Dahlonega in multiple forms of additional revenue streams. These will include Hotel/Motel Tax, Property Taxes, Stormwater Runoff Fee, Business License Fees, general sales tax, utility fees and a projected creation of some 20-25 local full-time jobs.

Development Team

- I. Developer – Rivermont Hospitality, LLC / Parwa Group / Bluestar Hospitality Group, LLC
- II. Management Partner – Vision Hospitality Group

Experience and Qualifications of Firm/ Developer:

Based in Chattanooga, Tennessee, Rivermont Hospitality, LLC is a hotel ownership, development and management company that comprises over 50 years of collective experience. Family-owned and

operated, Rivermont Hospitality was founded by Principals Hiten Patel and Peter Patel with a mission to provide superior quality products and services, while fostering a work culture that promotes equal opportunities and teamwork. Rivermont Hospitality, LLC applies extensive experience in design, development, procurement, and management to drive portfolio performance and to develop premier branded hotels in key urban and suburban markets across the Southeastern United States.

Comparable Project:

Most recent projects Include:

1. La Quinta Inn and Suites
 - a. Location: Downtown Chattanooga
 - b. Rooms: 123
 - c. Year Open: 2022
 - d. Project Costs: \$20 Million
2. Hampton Inn & Suites
 - a. Location: Downtown Blue Ridge, GA
 - b. Rooms: 109
 - c. Year Open: 2021
 - d. Project Costs: \$18 million
3. Hilton Garden Inn
 - a. Location: Downtown Memphis, TN
 - b. Rooms: 150
 - c. Year Open: 2019
 - d. Project Costs: 26.5 million
4. Home2 Sites by Hilton
 - a. Location: Chattanooga / Hamilton Place, TN
 - b. Rooms: 97
 - c. Year Open: 2019
 - d. Project Costs: 12.7 million
5. Hampton Inn & Suites by Hilton
 - a. Location Atlanta/Decatur Downtown, GA
 - b. Rooms: 150
 - c. Year Open: 2019
 - d. Project Costs: 29.7 Million

Financial Strength of Developer

Capitalized projects

- I. Hampton Inn - Blue Ridge, GA

- II. Hilton Garden Inn – Memphis Downtown, TN
- III. Home2Suites – Chattanooga, Hamilton Place, TN
- IV. Hampton Inn & Suites – Atlanta / Decatur Downtown, GA

Parwa Group – More details available upon requests.

Our clients are ready to make a firm commitment to the Project and look forward to working with the City, DDA, and Community.

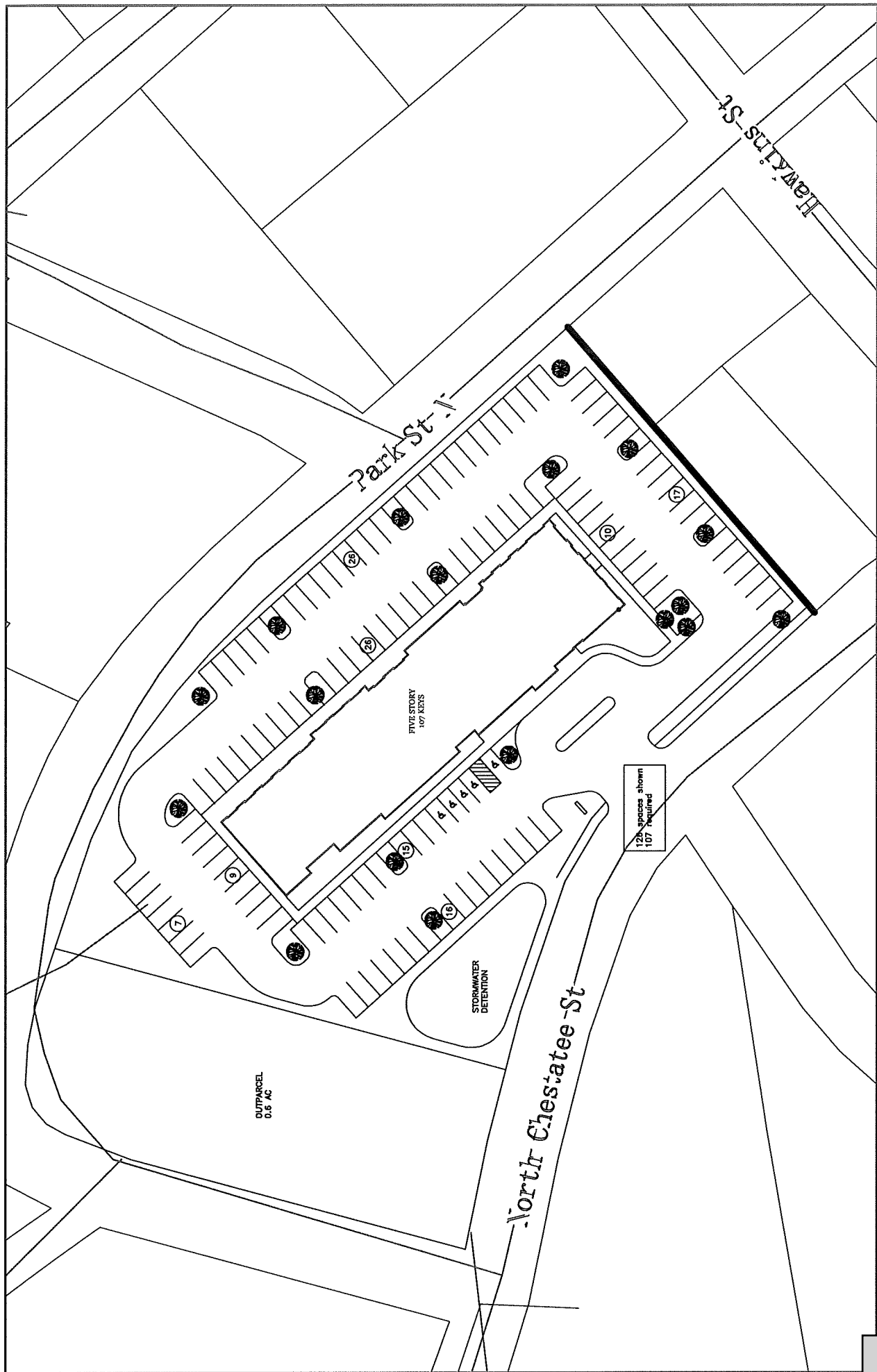
Sincerely,

Steven Pamplin (Principle Contact)
Real Estate Advisor
706-429-8368 mobile

Enclosures







Based in Chattanooga, Tennessee, Rivermont Hospitality, LLC is a hotel ownership, development and management company that comprises over 50 years of collective experience. Family-owned and operated, Rivermont Hospitality was founded by Principals Hiten Patel and Peter Patel with a mission to provide superior quality products and services, while fostering a work culture that promotes equal opportunities and teamwork. Rivermont applies extensive experience in design, development, procurement, and management to drive portfolio performance and to develop premier branded hotels in key urban and suburban markets across the Southeastern United States.



Hiten Patel began his career in the hospitality industry when his parents moved to Chattanooga, TN in 1986 from Malawi, Africa. As a young teenager, Hiten helped his parents with guest services, housekeeping, and maintenance of an Independent Hotel. While pursuing his college degree, Hiten oversaw the construction of the Motel 6 in downtown Chattanooga. He attended the University of Tennessee at Chattanooga receiving a Bachelor's degree in Chemistry while managing the Motel 6. After graduating in 2001, Hiten moved to Nashville, TN to join Aventis Pharmaceuticals, where he was rapidly promoted until he became Quality Systems Supervisor overseeing manufacturing. In 2008, Hiten relocated back to Chattanooga, TN to join Vision Hospitality Group. Hiten oversaw the design and construction of over 30 hotels for Vision Hospitality as Senior Vice President of Development and Construction.



Courtyard by Marriott

Location: Atlanta NE/Duluth Sugarloaf, GA
Rooms: 115
Year Open: 2016
Project Costs: 15m



Courtyard by Marriott

Location: Nashville/Franklin/Cool Springs
Rooms: 105
Year Open: 2016
Project Costs: 13.6m



Courtyard by Marriott

Location: Houston, TX
Rooms: 112
Year Open: 2014
Project Costs: 11m



Fairfield Inn & Suites

Location: Downtown Nashville, TN
Rooms: 126
Year Open: 2017
Project Costs: 18.2m



Fairfield Inn & Suites

Location: Knoxville, TN
Rooms: 90
Year Open: 2013
Project Costs: 8.3m



Fairfield Inn & Suites

Location: Chattanooga/Lookout Mountain, TN
Rooms: 90
Year Open: 2009
Project Costs: 8.6m



Moxy

Location: Denver/Cherry Creek, CO
Rooms: 170
Year Open: 2017
Project Costs: 35m



Residence Inn by Marriott

Location: Atlanta/Duluth, GA
Rooms: 112
Year Open: 2013
Project Costs: 13.9m



Residence Inn by Marriott

Location: Nashville/Murfreesboro, TN
Rooms: 112
Year Open: 2015
Project Costs: 14.5m



TownePlace Suites by Marriott

Location: Nashville/Smyrna, TN
Rooms: 89
Year Open: 2010
Project Costs: 9.6m



Hampton Inn & Suites by Hilton

Location: Chattanooga/Hamilton Place, TN
Rooms: 134
Year Open: 2013
Project Costs: 10.7m



Hampton Inn & Suites by Hilton

Location: Chattanooga/Downtown, TN
Rooms: 134
Year Open: 2011
Project Costs: 17.6m



Hampton Inn & Suites by Hilton

Location: Schererville, IN
Rooms: 89
Year Open: 2013
Project Costs: 8.8m



Hampton Inn by Hilton

Location: Cleveland, TN
Rooms: 97
Year Open: 2013
Project Costs: 8.2m



Hampton Inn by Hilton

Location: Kimball, TN
Rooms: 80
Year Open: 2013
Project Costs: 7.3m



Hampton Inn by Hilton

Location: Wilmington/Downtown, NC
Rooms: 92
Year Open: 2017
Project Costs: 13.25m



Hilton Garden Inn

Location: Nashville/Franklin/Cool Springs, TN
Rooms: 131
Year Open: 2009
Project Costs: 14.4m



Home2 Suites by Hilton

Location: Nashville/Franklin/Cools Springs, TN
Rooms: 105
Year Open: 2016
Project Costs: 13.6m



Homewood Suites by Hilton

Location: Atlanta/Perimeter Center, GA
Rooms: 114
Year Open: 2015
Project Costs: 12.7m



Homewood Suites by Hilton

Location: Atlanta/Kennesaw, GA
Rooms: 100
Year Open: 2008
Project Costs: 10.5m



Holiday Inn Express & Suites

Location: Tullahoma, TN
Rooms: 80
Year Open: 2011
Project Costs: 5.8m



Hampton Inn & Suites by Hilton

Location: Atlanta/Decatur Downtown, GA
Rooms: 150
Year Open: 2019
Project Costs: 29.7m



Hampton Inn by Hilton

Location: Chattanooga/East Ridge, TN
Rooms: 88
Year Open: 2018
Project Costs: 10.5m



Home2 Suites by Hilton

Location: Chattanooga/Hamilton Place, TN
Rooms: 97
Year Open: 2019
Project Costs: 12.7m



SpringHill Suites by Marriott

Location: Downtown Atlanta, GA
Rooms: 170
Year Open: 2018
Project Costs: 36m



Hilton Garden Inn

Location: Downtown Memphis, TN
Rooms: 150
Year Open: 2019
Project Costs: 26.5m



The Edwin Hotel - Marriott Autograph Collection

Location: Chattanooga, TN
Rooms: 90
Year Open: 2018
Project Costs: 26.5m



Home2 Suites & Tru by Hilton

Location: Atlanta/Kennesaw, GA
Rooms: 83
Year Open: 2019
Project Costs: 22m



10/North Apartments

Location: Chattanooga, TN
Rooms: 81
Year Open: 2018
Project Costs: 14m



LaQuinta Inn & Suites

Location: Smyrna, TN
Rooms: 76
Year Open: 2009
Project Costs: 9.6m



Hampton Inn & Suites by Hilton

Location: Chattanooga West/Lookout Mountain

Rooms: 94

Year Open: 2013

Project Costs: 8.4m



Tru by Hilton

Location: Chattanooga/Hamilton Place

Rooms: 90

Year Open: 2019

Project Costs: 12.5m











GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021 NORMAL (ABNORMAL)	% BDGT USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY				
	DAHLONEGA 2000	800.00	0.00	0.00
	CHARGES FOR SERVICES	200.00	357.55	178.78
	INVESTMENT INCOME	0.00	307.93	100.00
	TRANSFERS IN FROM OTHER FUNDS	284,434.00	189,622.66	66.67
	TOTAL REVENUES	285,434.00	190,288.14	66.67
	DDA ADMINISTRATION	195,298.00	81,217.84	41.59
	TOURISM	56,472.00	2,611.47	4.62
	DOWNTOWN DEVELOPMENT	33,664.00	7,641.59	22.70
	TOTAL EXPENDITURES	285,434.00	91,470.90	32.05
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY:				
	TOTAL REVENUES	285,434.00	190,288.14	66.67
	TOTAL EXPENDITURES	285,434.00	91,470.90	32.05
	NET OF REVENUES & EXPENDITURES	0.00	98,817.24	100.00

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 06/30/2021 NORMAL (ABNORMAL)	% BDGT USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY				
	DAHLONEGA 2000	800.00	0.00	0.00
	CHARGES FOR SERVICES	200.00	357.55	178.78
	INVESTMENT INCOME	0.00	307.93	100.00
	MISCELLANEOUS REVENUE	0.00	87.30	100.00
	TRANSFERS IN FROM OTHER FUNDS	284,434.00	213,325.50	75.00
	TOTAL REVENUES	<u>285,434.00</u>	<u>214,078.28</u>	<u>75.00</u>
	DDA ADMINISTRATION	195,298.00	90,057.50	46.11
	TOURISM	56,472.00	4,751.47	8.41
	DOWNTOWN DEVELOPMENT	33,664.00	15,545.25	46.18
	TOTAL EXPENDITURES	<u>285,434.00</u>	<u>110,354.22</u>	<u>38.66</u>
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY:				
	TOTAL REVENUES	285,434.00	214,078.28	75.00
	TOTAL EXPENDITURES	<u>285,434.00</u>	<u>110,354.22</u>	<u>38.66</u>
	NET OF REVENUES & EXPENDITURES	0.00	103,724.06	100.00