



## **DOWNTOWN DEVELOPMENT AUTHORITY MEETING AGENDA**

**Thursday, March 20, 2025 at 6:30 PM**

**Council Chambers**

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ADOPTION OF AGENDA**
4. **APPROVAL OF MINUTES**
  - [January](#) 16, 2025 Regular Meeting
  - [March](#) 6, 2025 Called Meeting
5. **TREASURER'S REPORT**
6. **OLD BUSINESS**
  - Website update
  - Work plan review
  - 254 Main Street project
  - FY 2026 budget request
7. **NEW BUSINESS**
  - Grant writer contract
8. **PUBLIC COMMENT**
9. **ADJOURNMENT**

Unless otherwise announced and posted, the Loganville Downtown Development Authority meets regularly on the third Thursday of each month at 6:30 in City Council Chambers.

The DDA may choose to go into executive session as needed in compliance with Georgia Law.

The DDA reserves the right to make changes to the agenda as necessary. Any additions and/or corrections to the agenda will be posted immediately at City Hall.



# **DOWNTOWN DEVELOPMENT AUTHORITY**

**Minutes of the  
Loganville Downtown Development Authority  
Regular Meeting  
January 16, 2025, 6:30 p.m.  
City Council Chambers  
4303 Lawrenceville Road**

**Attendance:**

**Directors Present:**

Dana Russell  
Jamie Dempsey  
Brax Roberts IV  
Mike Lee  
Tara Argo

**Other Present:**

Mayor Skip Baliles  
City Atty Paul Rosenthal

**Directors Not Present:**

Iranetta Willis  
Jamie Towler

1. Call to order – Chairman Russell at 6:32 Pm
2. Roll Call – Dana Russell, Jamie Dempsey, Brax Roberts IV, Tara Argo, and Mike Lee present.
3. Adoption of Agenda – Dana Russell made a motion to adopt the agenda with an addition under New Business of GMA dues. Jamie Dempsey made a motion to approve the agenda and Brax Roberts seconded, the motion was approved 5-0.
4. Approval of Minutes – Brax Roberts made a motion to approve minutes from December 3, 2024 and Tara Argo seconded. The motion was approved 5-0.
5. Treasurers report – Presented by Tara Argo. The balance was the same with no transactions for the month.
6. Old Business
  - a. Business cards and name badges – Jamie Dempsey updated that they are here and distributed cards at the meeting.
  - b. Website update – Jamie Dempsey updated and states he is still working with Kyle in the city.
  - c. Work plan review – Chairman Russell went through a quick update and review.
  - d. 254 Main Street project – Chairman Russell presented the RFQ and Timeline for the RFQ to the board. There was discussion among the board and questions to the city attorney which were answered. Jamie Dempsey made a motion to approve the RFQ and have it published by the city manager with Brax Roberts seconding. The motion was approved 5-0.

7. New Business

- a. Caboose Donation – Chairman Russell advised that there was a gentleman who wanted to donate a caboose to the DDA. A discussion was had about the cost to inspect and move the caboose and what it was to be used for. After discussion, a motion was made by Jamie Dempsey to contact the gentleman and see if the caboose could be sold and the proceeds donated to the DDA. Brax Roberts seconded the motion, and it passed 5-0. Brax Roberts and Jamie Dempsey will contact the gentleman.
- b. The Dues for the Georgia Downtown Association are due. Mike Lee made a motion to pay the bill and Brax Roberts seconded. The motion passed 5-0.

8. Public Comment – Councilwoman Melanie Long suggested that we should film the meetings and put them on YouTube. She advised that the city had agreed to fund and do this. Chairman Dana Russell said he would handle getting this done, with all board members agreeing.

A gentleman in the audience (unidentified) stated that agendas should be more informative and given out at the meeting. Chairman Russell advised that he would handle this.

9. Adjourn –Mike Lee made a motion to adjourn and it was approved 5-0. Adjourned at 7:35pm.

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Dana Russell, Chairman

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Mike Lee, Secretary



# **DOWNTOWN DEVELOPMENT AUTHORITY**

**Minutes of the  
Loganville Downtown Development Authority  
Called Meeting  
March 6, 2025, 6:30 p.m.  
City Council Chambers  
4303 Lawrenceville Road**

**Attendance:**

**Directors Present:**

Dana Russell  
Jamey Towler  
Mike Lee  
Tara Argo  
Brax Roberts IV

**Other Present:**

Mayor Skip Baliles

**Directors Not Present:**

Iranetta Willis  
Jamie Dempsey

1. Call to Order – Chairman Russell called to orders at 06:30pm
  
2. FY 2026 budget request – Motion to add discussion on Facebook Page by Brax Roberts, seconded by Jamey Towler, passed 5-0. Discussion open on budget. Tara Argo described the new Facebook pages started today and discussed their intent. The budget was then discussed at length. A motion to adopt the budget as described by Chairman Russell was made by Brax Roberts, seconded by Jamie Towler, passed 5-0 (See attached budget requested).
  
3. Adjourn- Brax Roberts motioned to adjourned. Adjourned at 0718 pm.

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Dana Russell, Chairman

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Mike Lee, Secretary

**Loganville DDA Budget Request  
FY 2026**

Planned Expense Items

Training

Travel

Memberships

Annual downtown business owner event

Morning Mingle

Mainstreet revitalization projects

Downtown business startup grants

Grant writer

**Total Request \$45,000.00**