



Downtown Development Authority Meeting

Wednesday, December 10, 2025 at 6:30 PM

City Hall, 875 Main Street, Stone Mountain, Georgia 30083

Agenda

I. Call to Order

1. Attendee Name / Attendee Participation (Present, absent, late for this meeting):

Chair Carl Wright

Vice Chair Robert Witherspoon

Treasurer Denise Phillips

Board Member Sarah Hage

Board Member Michelle Dunbar

Board Member Thom DeLoach

Board Member & Council Member Anita Bass

II. Approval of the Agenda

III. Approval of Minutes

1. DDA Regular Meeting Minutes, November 20, 2025

IV. Citizen Comments

V. Director's Report

- [1.](#) DCA Report - November 2025

VI. Council Report

VII. Old Business

1. Discussion/Action Item: City/DDA IGA for FY2026

VIII. New Business

- [1.](#) Action Item: Approval of the DDA 2026 Regular Meeting Calendar
- [2.](#) Discussion/Action Item: Grant Requests - Stone Mountain First UMC
3. Discussion Item: DDA Financials and Bank Accounts
4. Discussion Item: Events FY2026
5. Discussion Item: TAP Application Update

IX. Executive Session to Discuss Personnel, Legal, and/or Real Estate (if needed)

X. Adjournment

Form Name: 2025 Community Activity Report
Submission Time: December 9, 2025 10:58 am
Browser: Chrome 142.0.0.0 / Windows
IP Address: 50.207.61.118
Unique ID: 1411963464
Location:

Section V. Item #1.

Main Street Community Reporting: Stone Mountain

Designation Level Classic

Month of Report: November

Region: Region 3

Community Population: 5,001 to 10,000

Person Reporting: Miglena Dimov

I would like a copy of this completed report emailed to: mdimov@stonemountaincity.org

PROGRAM OPERATIONS

What is the total dollar amount spent on your program's operational expenses during this reporting period? 8913.24

Please select all funding sources which contributed financially to your program's monthly operational expenses: DDA funds

Did your program have a board meeting this month? Yes

Did the Main Street Manager attend training this month? No

Did any Board Members attend training this month? Yes

Please list trainings board members attended and what organization hosted the training. Carrollton Downtown Revitalization Workshop. Attendees: Denise Phillips, CM Anita Bass, Michelle Dunbar, Carl Wright and Robert Witherspoon

EVENTS and VOLUNTEERS

Did any events occur downtown during the reporting period? Yes

Were any of these events funded through or by the Main Street Program?

Yes

Section V. Item #1.

If known, please estimate the total amount of volunteer hours for all events, board meetings and committee meetings hosted by the local Main Street program:

20

What is the total cumulative expenditures for these events, including advertising?

5000.00

Events

How many events occurred in the downtown district during this reporting period?

1

What is the total estimated attendance for all events:

50

Main Street Manager's Notes - Events

One Event: Veterans Day Lunch

JOB CREATION

Did any of the following occur in your downtown district during this reporting period? Check all that apply.

Business Opening

How many new businesses opened in your program area during this reporting period?

1

How many new jobs were created from new business opening during this reporting period?

2

Main Street Manager's Notes - Businesses Opening

Shajeh Home Care LLC / 925 Main Street

PROGRAM PROJECTS AND EXPENSES

NEW MAIN STREET STAFF

Did your program hire any new staff this month?

No

Section V. Item #1.

Did your program release staff this month?

No

Complete and Certify

By signing below, you verify that the information contained in this report is accurate to the best of your knowledge.

A handwritten signature in black ink, appearing to be 'M2' or similar, written over a horizontal line.

CITY OF STONE MOUNTAIN DOWNTOWN DEVELOPMENT AUTHORITY

**875 Main Street,
Stone Mountain, GA 30083**

2026 Regular Meeting Calendar

*Regular meetings are held on the fourth Monday of each month, at 6:30 PM unless otherwise noted. The DDA meetings are held at Stone Mountain City Hall located at:
875 Main Street, Stone Mountain, GA 30083.*

January 26

February 23

March 23

April 27

*Tuesday, May 26 (due to Memorial Day Holiday on Monday, May 25th)

June 22

July 27

August 24

Wednesday, September 23

October 26

*Thursday, November 19 (due to Thanksgiving Holiday week)

*Thursday, December 10 (due to Christmas Holiday week)

Commercial Buildout Grant Program Application **Offered by the Downtown Development Authority (DDA) of the City of Stone Mountain**

Applicant Information:

Business Name: Stone Mountain First United Methodist Church
Contact Name: Pastor Cynthia Jackson
Business Address: 5312 W. Mountain St
City, ST, ZIP: Stone Mountain, GA 30083
Telephone: 6784773984
Email: stonemountainumc@gmail.com

Property Owner Information (if different from Applicant).

Property Tax Parcel ID for project location:
Property Owner:
Mailing Address:
City, ST, ZIP:
Telephone:
Email

Project Description. Check box () and attach Historic Preservation Commission approval if needed.

Stone Mountain First United Methodist Church requests \$22,686.43 in funding to upgrade our church kitchen to meet current health and safety codes, replace flooring, and repair walls from water damage. This project includes the installation of a new commercial venting system, upgraded grease traps, and replacement of water-damaged flooring and walls that has resulted from repeated severe rain. These upgrades are essential to ensuring the safe preparation of meals, preventing mold growth, protecting our volunteers and community partners, and sustaining the church's role as a vital provider of food ministries and outreach programs.

For more than 170 years, Stone Mountain First UMC has served as a community anchor for worship, education, and outreach. A major component of our ministry includes providing meals for the community, hosting food distribution events, supporting our local food co-op, and serving as a gathering place for programs such as youth activities, senior luncheons, and community events. Our kitchen is not simply a church asset—it is a community resource. The current kitchen infrastructure is outdated and no longer meets local safety requirements. Renovation is urgently needed to maintain operations and protect those who serve and are served.

Over the past several years, the kitchen's ventilation system has deteriorated and no longer provides adequate airflow for safe cooking. The current system does not meet updated code requirements, creating risks related to heat, smoke, grease accumulation, and potential fire hazards. Additionally, the existing grease traps are outdated and insufficient for current usage levels. Improper grease management can lead to plumbing blockages, health violations, and increased maintenance costs.

Without immediate renovation, the church risks:

- Inability to meet local and state code requirements
- Disruption or shutdown of meal programs
- Increased safety hazards
- Potential health risks due to mold growth
- Reduction in community services that rely on the kitchen

Further, over the past several years, the church has experienced significant rain intrusion that has damaged flooring throughout multiple areas of the building. Carpeted spaces, hallways, and high-traffic zones now show signs of moisture saturation, warping, and deterioration that create safety hazards and make routine cleaning difficult. Replacing the compromised flooring with durable, water-resistant materials is essential to restoring the building’s functionality and ensuring a safe, welcoming environment for all who enter the church.

In addition, some of the light fixtures need to be changed and the security system needs to be updated.

The estimated start date for this project is January 1, 2026. Below, is the estimated breakdown of costs for the project:

Commercial Venting System Installation	\$7179.49
Kitchen System Deficiency Repair	\$3044.35
Flooring Replacement	\$16,000
Lift to change out lighting fixtures	\$924.79
Upgraded Security System	\$1209.41

Estimated Cost of Project (attach detailed budget): \$ 28,358.04

Amount of Commercial Grant Requested (See Guidelines): \$ 22,686.43

***Supplemental Information Attached

I have read the guidelines and affirm that to the best of my knowledge all the entries on this application are accurate and true.

Name & Signature of Applicant: Rev. Cynthia Jackson, Senior Pastor



Name & Signature of Owner (if different from applicant): _____

CARNES CONTRACT FLOORS, INC.
 5238 ROYAL WOODS PKWY STE 160
 TUCKER, GA 30084
 770-934-0083

ESTIMATE Date 11/19/25

JE020213-001

CLIENT	PROJECT
STONE MOUNTAIN FIRST UNITED MET 5312 W MOUNTAIN STREET STONE MOUNTAIN, GA 30083	STONE MOUNTAIN FUMC (BUDGETARY) 5312 W MOUNTAIN STREET STONE MOUNTAIN, GA 30083

MAIN	JOB #	Salesperson 1	User Header Label 1
703-431-0996		SCHYLER CHAPMAN	
Job Phone	Job Descrp	Salesperson 2	User Header Label 2
	COMMERCIAL		

Area	Style/Item	Color/Desc	Manufacturer	W x L	Qty	Price	Total
BASE BID	CPT-4: MOHAWK NECESSARY ACTION GT467, 24X24, TERESE 853	GT467, 24X24, TERESE 853			360.00 SY	31.50	11,340.00
BASE BID	CPT TILE ADHESIVE				4.00 EA	120.00	480.00
BASE BID	CARPET LABOR- INSTALL CPT TILE				345.00 SY	3.50	1,207.50
BASE BID	B-1: ROPPE 700, 4" RCB, 130 BUCKSKIN	130 BUCKSKIN			840.00 LF	1.35	1,134.00
BASE BID	BASE LABOR - 4" BASE				840.00 LF	0.45	378.00
BASE BID	TRANSITIONS AT DOORS	TRANSITIONS AT DOORS			4.00 EA	25.00	100.00
BASE BID	MINIMUM FLOOR PREP ALLOWANCE				1.00 EA	1,035.50	1,035.50
BASE BID	MOISTURE TESTING				5.00 EA	65.00	325.00
BASE BID Sub Total:							16,000.00

JE020213-001

Est Subtotal \$16,000.00

Sales Tax \$0.00

Misc Tax \$0.00

Total \$16,000.00

**Proposal MHL250516-1**

Issue Date May 17, 2025

APPROVED

PREPARED BY
LARRY L HURST
 MHL Solutions, Inc.
 (404) 434-6902
 Larry@mhlrestoration.com
 2 Autry Rd, Suite A, Auburn, GA 30011, USA

PREPARED FOR
Linda Porter
 Stone Mountain First United Methodist Church
 (703) 431-0996
 lleanna@aol.com
 5312 W Mountain St, Stone Mountain, GA 30083, USA

PROPOSAL DETAILS**5312 West Mountain Street**

5312 W Mountain St, Stone Mountain, GA 30083, USA

Kitchen Hood Vent replacement

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Commercial Kitchen Hood Vent Replacement Labor and Materials to replace two kitchen hood vents. Current vents sound as if the bearings or possible motors are bad. Replacing with two Restaurant Canopy Hood Exhaust Fan. This includes the Canopy, box base attachment and internal components (fan, motor, electrical wiring)	2	\$3,589.74	\$7,179.49
		SUBTOTAL	\$7,179.49
		TAX	\$0.00
		TOTAL	\$7,179.49

PAYMENTS STARTING FROM \$139/month on @Acorn [Learn More →](#)

Fire
ExtinguishersFire Alarm
SystemsFire
Sprinklers24/7 Security
& Alarm SystemsKitchen Fire
Suppression

JOB SITE: First United Methodist Church
5312 W Mountain Street
Stone Mountain, GA 30083
ACCNT #: 177516

EMAIL:
ATTN:
PHONE:

QUOTE # Q00040417**Today's Date: 11/04/2025**

FROM: ATLSERVICE
1000 Cobb Pkwy Nw Bldg
500
EMAIL: atlservice@pyebarkerfs.com
PHONE: 404-351-3473 Ext. 4

Re: Kitchen System Deficiency Repair

We appreciate the opportunity to provide you with a price for the repairs noted below in accordance with the minimum requirements of NFPA codes. The labor to perform the repairs is based on performing the work during normal business hours of 7am - 4pm Monday through Friday and the total price does not include tax.

Scope of Work:

Perform hydrostatic testing on (1) 3.0 Gal Ansul Cylinder, perform regulator flow testing, replace worn detection network to prevent premature discharge, and provide proper nozzle coverage over appliances, duct, and plenum in compliance with MFG and NFPA Code Requirements. Includes labor, testing, fresh chemical charge, hose kit, burst disc, actuation cartridge, detection line, conduit, detector, pipe, fittings, and miscellaneous materials. ****Customer Responsibility: Electrician required to correct electrical issues. Alarm technician required to make alarm connections.**

TOTAL	
Price to Perform Scope of Work:	\$ 3,044.35

With your signed approval below we can schedule immediate response to address your repair needs. Thank you, we value and appreciate your business.

The undersigned accepts this proposal and all its items and conditions as a binding contract subject to the approval of Pye Barker Fire & Safety, Inc.

PLEASE EMAIL APPROVAL TO: april.graham@pyebarkerfs.com

SIGNATURE: _____ DATE: _____

NAME: _____ TITLE: _____

COMPANY: _____ PO#: _____

QUOTATION VALIDITY AND SERVICE AGREEMENT

This quotation is valid for 15 days, after which prices are subject to change without notice. All services are subject to a Minimum Billing Charge and a Service Charge for on-site service. Pye Barker Fire & Safety, LLC will endeavor to give Customer reasonable notification of service due to be performed. Payment terms subject to credit approval. ☐

This quote is subject to the Pye-Barker General Terms and Conditions located at <https://pyebarkerfs.com/generalterms>

By signing or receiving services under this quote, you acknowledge that you have reviewed such terms and conditions and that they will be incorporated into the quote by reference. This quote, including the incorporated General Terms and Conditions, contains the complete and final agreement between the parties with respect to the subject matter hereof. ☐

EXCLUSIONS

Cut, patch or paint of ceilings or walls
Any equipment or labor not listed in proposal.
Unforeseen conditions, due to a non-destructive survey
Does NOT include after hours or overtime labor.
Does NOT include cost of permit; fees required by AHJ will be borne by Client.
Does NOT include Fire watch where required or necessary.
Protecting existing assets left in work area is the responsibility of Customer.
Does NOT include moving or reinstall of furniture/equip. for required access.
Electrical/Alarm work or materials other than specified

Custom painted heads/escutcheons
Repair of leaks unassociated with work in this proposal
Special lifts or scaffolding
Hydraulic calculations
Local water department shutdown fee if necessary
Tax not included in quote.
Electrical/Alarm work or materials other than specified
Painting and/or preparing pipe for paint



Lilburn 9PM

30083

What can we help you find today?



Internet # 316821584 Model # VT3121 Rental Category # 33 Rental Subcategory # 313

Genie

45' Articulating Boom Lift-DC Powered Rental

Accessories fees may apply.

\$499⁰⁰

Per Day

\$1,148⁰⁰

Per Week

\$2,296⁰⁰

4 Weeks

Your payment will be calculated at checkout. Credit Cards accepted. No Cash.

A valid Driver's License is required to rent.

Except for select states, CLEAR verification required using a valid Driver's License.

Models vary based on location and availability.



Delivery Summary

Job Site Address:

5312 w. mountain st
stone mountain, GA 30083

Delivery Date and Time

Tue. Jan. 6, 2026
10 AM - 12 PM

Pickup Date and Time

Wed. Jan. 7, 2026
10 AM - 12 PM

Protect This Rental

Learn More

Use your tools freely and have peace of mind with our Damage Protection Plan. Renters are liable for any damage up to the original cost of the tool. Would you like to protect this rental for (15%) of the total rental fees?

- ☒ Yes, Protect this item (estimated \$74.85)
- ☐ No

Accessories

By selecting your accessories below, you are opting in to receive the accessories you've selected upon delivery of your rental.

Edit
Live Chat
Feedback



Security System and Monitoring Proposal for:

Cynthia Jackson
5312 West Mountain Street
Stone Mountain, Ga 30083

Since 1998, EMC Security has proudly serviced over 135,000 homes and businesses in Georgia. We are owned in equal parts by the electric utility companies of Jackson EMC, Walton EMC, and GreyStone Power. It's been a goal of EMC Security to continue the tradition of providing the best customer service possible.

We take great pride in our roots, which are the backbone of our famous "no-contract required" program. This program is what makes us different from most security companies. Because you are free to cancel at any time, we must earn your business each and every day.



Lee McGee

As a native to Los Angeles, California, I relocated to Atlanta in 2006. I've consulted with security customers in Georgia for over 16 years.

Section VIII. Item #2.



Accessories

By selecting your accessories below, you are opting in to receive the accessories you've selected upon delivery of your rental.

☒ Safety Harness

Rental Estimate

[View Breakdown](#) [Live Chat](#) [Feedback](#)

We found you the best price for your rental period.

Rental Period	
1 day	\$499.00
Accessories	
Safety Harness	Free
Fees	
Damage Protection (15%)	\$74.85
Delivery Fee	\$150.00
Pickup Fee	\$150.00
Taxes	
Sales Tax (6%)	\$50.94

Estimated Total* - Due Now **\$924.79**

*Final costs determined upon unit pickup at the end of your rental period.

Continue



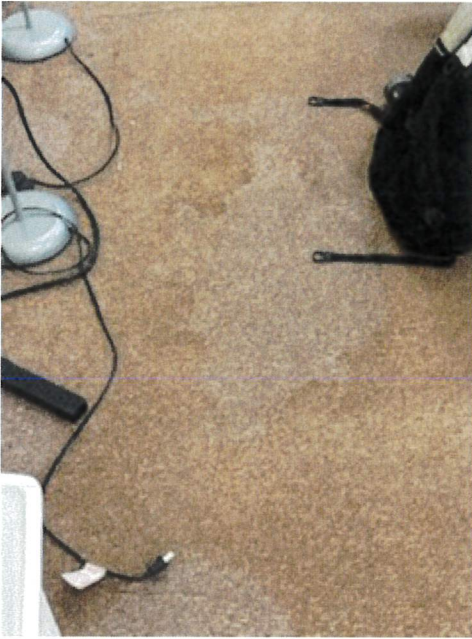
Section VIII. Item #2.



Section VIII. Item #2.









Section VIII. Item #2.







Downtown Development Authority
 City of Stone Mountain, Georgia
 875 Main Street, Stone Mountain, GA 30083

ENHANCEMENT GRANT APPLICATION

Please read the Enhancement Grant Guidelines before completing the application. Please type or print all entries.

Applicant Information:

Business Name:	Stone Mountain First United Methodist Church
Contact Name:	Pastor Cynthia Jackson
Business Address:	5312 W. Mountain St.
City, ST, ZIP:	Stone Mountain, GA 30083
Telephone:	6784773984
Email:	stonemountainumc@gmail.com

Property Owner Information (if different from Applicant).

Property Tax Parcel ID for project location:
Property Owner:
Mailing Address:
City, ST, ZIP:
Telephone:
Email:

Project Description. Check box () and attach Historic Preservation Commission approval if needed.

see attached

Estimated Cost of Project (attach detailed budget): \$ 19,174.00
 Amount of Façade Grant Requested (See Guidelines): \$ 9587.00

I have read the guidelines and affirm that to the best of my knowledge all the entries on this application are accurate and true.

Name & Signature of Applicant: Cynthia Jackson 

Name & Signature of Owner (if different from applicant): _____

ENHANCEMENT GRANT APPLICATION

Please read the Enhancement Grant Guidelines before completing the application. Please type or print all entries

Applicant Information:

Business Name: Stone Mountain First United Methodist Church
Contact Name: Pastor Cynthia Jackson
Business Address: 5312 W. Mountain St
City, ST, ZIP: Stone Mountain, GA 30083
Telephone: 6784773984
Email: stonemountainumc@gmail.com

Property Owner Information (if different from Applicant).

Property Tax Parcel ID for project location:
Property Owner:
Mailing Address:
City, ST, ZIP:
Telephone:
Email

Project Description. Check box () and attach Historic Preservation Commission approval if needed.

Stone Mountain First United Methodist Church respectfully requests ^{9,587.82}~~10,000~~ \$19,174 in funding to strengthen the safety and visibility of our campus. This project includes painting and crack sealing of the parking. These enhancements are essential to ensuring a safe, welcoming environment for congregants, community partners, and visitors who rely on the facility throughout the week. 12/8/25

Our church has faithfully served the community for over 170 years, offering worship services, educational programs, outreach initiatives, and support to individuals and families in need. Our building is used not only for church activities but also for community programs and partner organizations to include: Side by Side, DeKalb Christian Home Educators, Stone Mountain Ecumenical Cooperative Ministry, and The Miracle Center. Given the volume of weekly foot traffic and the growing need for enhanced security in public spaces, ensuring that our facility remains safe, accessible, and clearly identifiable is a top priority.

The church's parking lot has deteriorated over time due to heavy usage and weather-related wear, resulting in cracks, uneven surfaces, and faded striping. These conditions create safety issues for drivers and pedestrians, particularly during evening services or community events. Repaving the lot will restore a smooth, stable surface, reduce tripping hazards, and improve drainage. Fresh restriping will clearly mark parking spaces, accessible parking areas, directional lanes, and pedestrian walkways, ensuring safe and efficient traffic flow. These improvements are essential to maintaining a secure and welcoming environment for all who visit the church campus.

Total Project Cost \$19,174

Attached Supplemental Information:


Utility Bill

Quote

Pictures

I have read the guidelines and affirm that to the best of my knowledge all the entries on this application are accurate and true.

Name & Signature of Applicant: Rev. Cynthia Jackson, Senior Pastor



12/1/2025

Name & Signature of Owner (if different from applicant):



Stone Mountain UMC <stonemountainumc@gmail.com>

DeKalb County, GA WATER/SEWER BILL #8852687 Notification

DeKalb County Customer Service <no-reply@dekalbcountyga.gov>
To: stonemountainumc@gmail.com

Wed, Oct 22, 2025 at 3:34 AM



You have a new Water/Sewer Bill from DeKalb County, GA!

[View Invoice or Pay Now](#)[Want to be reminded later? Click here.](#)**Dear UNITED METHODIST CHURCH****Account Information****Second Notice**

Your invoice is available to view online. This is a friendly reminder that your bill is due soon. Please pay today or schedule your payment to be processed before the invoice due date. If you have already paid this invoice, please disregard this email.

You may also access your invoice via our Customer Portal at <https://www.invoicecloud.com/dekalbcountyga>.

To access your invoice, please click the **View Invoice or Pay Now** button or log on to our Customer Portal at <https://www.invoicecloud.com/dekalbcountyga>.

If you have any questions regarding your account, please email us at 311CCC@dekalbcountyga.gov and include your account number, first name and last name on the account.

Thank you for paying promptly,

DeKalb County, GA

Please Note: To ensure delivery of account related email notifications, please add no-reply@invoicecloud.net to your safe senders list.

Account Number:

3119962300

Invoice Number:

8852687

Invoice Due Date:

10/29/2025

Balance Due:

\$3,870.60

Powered By
InvoiceCloud™



Estimate #571

Billing Address	Service Address	Send Payment To	Sent On
Cynthia	Cynthia	Go Parking Lots	11/20/25
5312 Stone Mountain Street	5312 Stone Mountain Street	200 Windgate Court	Total \$19,174.00
Lithonia GA 30058 United	Lithonia GA 30058 United	Peachtree City GA 30269	Payments \$0.00
States	States	+14045908178	Balance \$19,174.00
Stonemountainumc@gmail...	Stonemountainumc@gmail...	daniel@goparkinglots.com	
+1 678 477 3984	+1 678 477 3984		

Scope of Work

Sealcoat, crack seal, stripe, stencil, parking blocks, speed bumps, cleaning

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Seal Coating (Per Square Yard)	A mixture of coal tar, sand, water, and chemical additives used to preserve and weatherproof asphalt. The material is applied over the entire asphalt surface providing a brand new appearance. Priced per square yard. 2300 sq yards is not auxiliary lot	\$1.60	×	5000.0	\$8,000.00
Crack Sealing:Crack Sealing (per lineal foot)	A tar-based sealant for cracks more than 1/4 inch. 2800 lineal feet is for auxiliary lot	\$1.40	×	5300.0	\$7,420.00
Painting:Restripe (per standard line)	Department of Transportation approved traffic marking paint.	\$7.00	×	79.0	\$553.00
Painting:Handicap (with emblem)	Department of Transportation approved traffic marking paint.	\$45.00	×	4.0	\$180.00
Painting:Directional Arrows (5ft, Straight or Turn)	Department of Transportation approved traffic marking paint.	\$21.00	×	5.0	\$105.00
Traffic Control:Parking Blocks (set & pinned)	Solid concrete parking blocks with reinforced rebar. Set & pinned.	\$22.00	×	7.0	\$154.00
Painting:Stencils (6",10",12" inch) numbers or letters	Department of Transportation approved traffic marking paint. (1) do not enter	\$3.00	×	10.0	\$30.00
Services	Paint speed bumps price is per sq foot	\$2.00	×	82.0	\$164.00
Services	Cleaning fee	\$1,000.00	×	1.0	\$1,000.00
Painting:New Layout/Design (per standard line)	Department of Transportation approved traffic marking paint. New layout for auxiliary lot	\$9.00	×	52.0	\$468.00
Traffic Control:Speed Breakers	Indestructible speed breakers with embedded reflectors (black and yellow) delivered and installed. 7 foot section with endcaps. This is option 1 for the two speed bumps that are falling apart	\$350.00	×	2.0	\$700.00
Services	If new speed bumps i stalled this would be the demo and haul away fee for old speed bumps	\$150.00	×	1.0	\$150.00
Services	This is option 2 on the speed bumps if we dont demo them we remove all loose debris and fill up gap and ramp with cold patch.	\$250.00	×	1.0	\$250.00
Subtotal					\$19,174.00
Tax					\$0.00

