

TYRONE DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

August 11, 2025 at 9:00 AM

Billy Campbell, Chairman
Nathan Reese, Vice-Chair

Luci McDuffie, Treasurer
Ernie Johnson
John Kaufman
Jeni Mount
Adam She

Brandon Perkins, Town Manager
Phillip Trocquet, Asst. Town Manager
Ciara Willis, Secretary
E. Allison Ivey Cox, Town Attorney

Absent:
John Kaufman, Board Member

Also Present:
Krista McClenny, Recreation Assistant
Lynda Owens, Recreation Manager

I. CALL TO ORDER

The meeting was called to order at 9:01 a.m.

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS: *The first public comment period is reserved for non-agenda items. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The DDA or staff may respond at a later date.*

V. APPROVAL OF AGENDA

A motion was made to approve the agenda.

Motion made by Treasurer McDuffie, Seconded by Board Member Mount.

Voting Yea: Chairman Campbell, Vice-Chair Reese, Treasurer McDuffie, Board Member Mount, Board Member Johnson.

A motion was made to approve the agenda with the addition of a Fun Flicks contract for \$1,242.15, to be included under New Business.

Motion made by Treasurer McDuffie, Seconded by Board Member Johnson.

Voting Yea: Chairman Campbell, Vice-Chair Reese, Treasurer McDuffie, Board Member Mount, Board Member She, Board Member Johnson.

VI. APPROVAL OF MINUTES

1. Approval of the July 14, 2025, meeting minutes.

A motion was made to approve the meeting minutes from July 14, 2025.

Motion made by Board Member Mount, Seconded by Treasurer McDuffie.

Voting Yea: Chairman Campbell, Vice-Chair Reese, Treasurer McDuffie, Board Member Mount, Board Member Johnson.

Board Member She arrived at 9:03 a.m.

VII. PRESENTATIONS

VIII. OLD BUSINESS

IX. NEW BUSINESS

2. Consideration to approve an invoice from Willow Dell, LLC for engineering and conceptual design services in the amount of \$5,486.25. **Phillip Trocquet, Assistant Town Manager**

Mr. Trocquet stated that after the approval of the RFP to Willow Dell, LLC for the proposed food truck park, further topographic surveying, engineering, and conceptual design services were required to provide the DDA with accurate cost estimates associated with appropriately scaling the project. He added that this information would be useful for the property's future, whether it was developed as a food truck park or a future commercial venture. The costs associated with the services were invoiced for \$5,486.25.

Staff recommended approval of the item.

A motion was made to approve the invoice from Willow Dell, LLC, for engineering and conceptual design services in the amount of \$5,486.25.

Motion made by Vice-Chair Reese, Seconded by Board Member Johnson.

Voting Yea: Chairman Campbell, Vice-Chair Reese, Treasurer McDuffie, Board Member Mount, Board Member She, Board Member Johnson.

3. Consideration to approve a contract with Fun Flicks for the September First Friday Event for an amount not to exceed \$1,242.15.

Mr. Trocquet recommended conditional approval of a contract with Fun Flicks Outdoor Movies for the September First Friday event, contingent upon legal counsel's review of the contract. He added that the Town had contracted with Fun Flicks in 2023 for a DDA event. He also mentioned that the correct contract for this event had not been sent, but would mirror the previous one. He then requested preapproval from the DDA for the Chairman to authorize a contract in an amount not to exceed \$1,242.15. The event would take place at Shamrock Park on September 5th from 7 p.m. to 9:30 p.m.

A motion was made to approve the contract with Fun Flicks for the September First Friday Event for an amount not to exceed \$1,242.15 pending legal review.

Motion made by Treasurer McDuffie, Seconded by Board Member Johnson.
Voting Yea: Chairman Campbell, Vice-Chair Reese, Treasurer McDuffie, Board Member Mount, Board Member She, Board Member Johnson.

X. PUBLIC COMMENTS

XI. STAFF COMMENTS

Mr. Troquet gave an update on the pop-up food trucks at Shamrock Park. He stated that the advertisement for the event would start this week. He anticipated that 3-4 food trucks would be selected for one to two days a week to begin on a trial basis.

XII. BOARD COMMENTS

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

A motion was made to adjourn.

Motion made by Vice-Chair Reese.

Voting Yea: Chairman Campbell, Vice-Chair Reese, Treasurer McDuffie, Board Member Mount, Board Member She, Board Member Johnson.

The meeting adjourned at 9:10 a.m.

By: _____
Billy Campbell, Chairman

Attest: _____
Ciara Willis, Secretary