

# TYRONE DOWNTOWN DEVELOPMENT AUTHORITY

## MINUTES

March 13, 2023 at 9:00 AM

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**Billy Campbell**, Chairman  
**Jeni Mount**, Vice-Chairman

**Luci McDuffie**, Treasurer  
**Ernie Johnson**  
**John Kaufman**  
**Nathan Reese**  
**Adam She**

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

Absent:  
Adam She, Board Member

Also Present:  
Audris Pierce, Permit and Compliance Specialist  
Krista McClenny, Recreation Assistant  
Lynda Owens, Recreation Manager

### **I. CALL TO ORDER**

### **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 Vice-Chairman Mount, Seconded by Board Member Johnson.  
Voting Yea: Chairman Campbell, Treasurer McDuffie, Board Member Kaufman, Board Member Reese.

### **VI. APPROVAL OF MINUTES**

1. Approval of minutes from February 13, 2023.

A motion was made to approve the minutes from February 13, 2023.

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

### **VII. PRESENTATIONS**

## VIII. OLD BUSINESS

2. Review the draft version of a Request for Qualifications of 935 Senoia Road (RFQ#: DDA-2023-001). - ***Phillip Trocquet, Assistant Town Manager***

Mr. Trocquet presented a draft of a Request for Qualifications (RFQ) for 935 Senoia Road, formerly Fayette County Fire Station 3. Through the RFQ process, the Tyrone DDA would solicit a development partner to lease and redevelop the 1.1-acre property into a restaurant with an established business. The proposed project would further promote and revitalize economic development opportunities in the Town Center District (Downtown).

Additionally, Mr. Trocquet explained the RFQ packet and highlighted the scope of work and the project criteria sections on pages 5-6. The scope of work section consisted of six items utilized from the 'Envision Tyrone' downtown master plan and the downtown overlay requirements. He also shared the project criteria requirements to ensure they aligned with the DDA's vision for the project. The selection team would evaluate each proposal based on experience, concept, financial stability, project methodology, community involvement, and other factors.

Board Member Johnson asked for clarification regarding a development partner's financial stability contributions. Mr. Trocquet stated that the contract terms would be defined once the DDA secured financing through low-interest loans from the FCDA (Fayette County Development Authority), DCA (Department of Community Affairs), or the Ga Cities Foundation. Mr. Perkins added that the initial agreement would be vague until a lease agreement was finalized through a development contract.

Mr. Trocquet asked the board if the project criteria requirements met the board's expectations and if the evaluation criteria factors seemed appropriately weighed. Chairman Campbell stated that the board deferred to staff and legal counsel for direction on what should be included or excluded in the RFQ since it was the DDA's first redevelopment project.

Board Member Johnson inquired about the property lines on the 935 Senoia Road property. Mr. Trocquet stated that a 50-foot sewer and multi-use access easement traversed the rear of the property. He suggested that the DDA consider transferring ownership of the easement to the town to avoid maintenance costs. Chairman Campbell asked how the easement would affect the other properties adjacent to 935 Senoia Road. Mr. Trocquet shared that the town proposed a SPLOST-funded golf cart trail along the rear of the properties, which would connect to Shamrock Park.

Chairman Campbell asked if the board needed to take a vote on the draft RFQ, and Mr. Trocquet replied that not at this time. Board Members discussed the scope of work and agreed on the information in the RFQ. In addition, the board did not recommend any amendments, changes, or omissions that would be used in the final draft. Board Member Johnson asked how long the RFQ would be published. Mr. Trocquet stated that the RFQ would be posted for at least 30 days. Subsequently, Mr. Trocquet asked the board if he could send the RFQ to Attorney Cox for legal review to ensure all the technical aspects of

the document were accurate. Board Members concurred with that request. Thus, the final draft would go before the board for finalization at the April 10 meeting.

**IX. NEW BUSINESS**

**X. PUBLIC COMMENTS**

**XI. STAFF COMMENTS**

**XII. BOARD COMMENTS**

Board Member Johnson shared that he met with the Rotary Club of Tyrone (formerly Fayette Daybreak) last week. He stated that the Tyrone Rotary desired to collaborate with the DDA for service projects and events. In addition, he added that the organization meets at Way of Life every week.

Board Member Reese shared that Lee Ann O'Connor with Needle Art Designs could embroider the DDA's new shirts. Mr. Trocquet stated it would be a collaborative effort, and he looked forward to working with everyone on the DDA's shirt design. He suggested that the DDA Events Subcommittee meets with Ms. O'Connor to discuss design ideas.

**XIII. EXECUTIVE SESSION**

**XIV. ADJOURNMENT**

A motion was made to adjourn.

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

Voting Yea: Chairman Campbell, Vice-Chairman Mount, Board Member Johnson, Board Member Kaufman.

The meeting adjourned at 9:25 am.

By: \_\_\_\_\_  
Billy Campbell, Chairman

Attest: \_\_\_\_\_  
Ciara Willis, Secretary