



**DOWNTOWN DEVELOPMENT AUTHORITY  
EVENTS SUBCOMMITTEE  
January 26, 2024 at 4:00 PM**

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*950 Senoia Road, Tyrone, GA 30290*

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**Jeni Mount**, Vice-Chairwoman  
**John Kaufman**, Board Member  
**Nathan Reese**, Board Member  
**Adam She**, Board Member

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

**AGENDA**

- 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**
- VI. APPROVAL OF MINUTES**
  - 1. Approval of the August 9, 2023 meeting minutes.
- VII. PRESENTATIONS**
- VIII. OLD BUSINESS**
- IX. NEW BUSINESS**
  - 2. Discussion of 2024 First Friday event series.
- X. PUBLIC COMMENTS**
- XI. STAFF COMMENTS**
- XII. BOARD COMMENTS**
- XIII. EXECUTIVE SESSION**
- XIV. ADJOURNMENT**

**TYRONE DOWNTOWN  
DEVELOPMENT AUTHORITY -  
EVENTS SUBCOMMITTEE**

**MINUTES**

**August 09, 2023 at 3:30 p.m.**

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**Jeni Mount**, Vice-Chairwoman  
**John Kaufman**, Board Member  
**Nathan Reese**, Board Member  
**Adam She**, Board Member

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

Absent:

Brandon Perkins, Town Manager  
E. Allison Ivey Cox, Town Attorney

Also Present:

Billy Campbell, DDA Chairman  
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 Board Member Kaufman, Seconded by Board Member Reese.  
Voting Yea: Vice-Chairwoman Mount, Board Member She.

**VI. APPROVAL OF MINUTES**

1. Approval of minutes from June 26, 2023.

A motion was made to approve the minutes from June 26, 2023.

Motion made by Board Member Kaufman, Seconded by Board Member Reese.  
Voting Yea: Vice-Chairwoman Mount, Board Member She.

**VII. PRESENTATIONS**

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

2. Discussion regarding fundraising direction, events, and Founders Day presence. - **DDA Members & Staff**

Ms. McClenny shared a slide show presentation of the Tyrone Recreation Department proposal for the 2024 Downtown Development Authority (DDA) First Fridays event season. Additionally, the Tyrone Recreation Department and the DDA would collaborate for another season on live entertainment, food trucks, and vendors for the upcoming season. The dates for the First Fridays events would take place at Shamrock Park on May 3rd, June 7th, July 5th, August 2nd, and September 6th.

The visual proposal included musical performances and themed activities for each event. Ms. Owens shared a video sample of each proposed band, which included *The Dickens*, *Glow Band*, and *Rock the Yacht*. Mr. Trocquet explained that the DDA had an \$8,000 budget for the current fiscal year's special program services line item. Additionally, the rental of equipment line item budget was \$2,000, which included stage rentals. Therefore, the DDA would need to raise funds to cover the suggested concerts or reduce the number of performances. Board members then discussed fundraising ideas, such as merchandise sales, food sales, and downtown business card discounts. Vice-Chairwoman Mount suggested that the DDA sell snacks at September's First Friday event to generate funds. The members concurred with that idea.

Board Member Kaufman left the meeting at 4:22 p.m.

Mr. Trocquet inquired about the expenditures for the first proposed event. Ms. Owens stated that the band's fee would be approximately \$2,000. Vice-Chairwoman Mount questioned whether the DDA could save money by hiring a DJ instead of a band performance. Ms. McClenny emphasized that the ideas were tentative and could be changed if the authority had other recommendations.

Ms. Owens mentioned that the town-owned stage was recently damaged in a storm. Therefore, the DDA would need to use Aabby's stage or rent a stage to accommodate band members for the upcoming season. Board Member Reese suggested he could lend the DDA his trailer for band performances if needed.

The 2024 First Fridays schedule would go before the Board for approval at an upcoming regular meeting.

**X. PUBLIC COMMENTS**

**XI. STAFF COMMENTS**

**XII. BOARD COMMENTS**

**XIII. EXECUTIVE SESSION**

**XIV. ADJOURNMENT**

A motion was made to adjourn.

Motion made by Board Member She.  
Voting Yea: Vice-Chairwoman Mount, Board Member Kaufman, Board Member Reese.

The meeting adjourned at 4:34 p.m.

By: \_\_\_\_\_  
Jeni Mount, Chairwoman

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



**DDA EVENTS COMMITTEE  
ITEM AGENDA  
REQUEST FORM**

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**Meeting Date: 01/26/2024**

**Staff Contact:** Phillip

**Agenda Section: New  
Business**

**Department:**

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**Staff Report:**

**Item Description:**

**Background/History:**

Discussion of 2024 First Friday series events.

**Findings/Current Activity:**

**Is this a budgeted item? \_\_\_\_\_ If so, include budget line number: \_\_\_\_\_**

**Actions/Options/Recommendations:**