



**DOWNTOWN DEVELOPMENT
AUTHORITY-SPECIAL CALLED
MEETING**

November 17, 2025 at 10:00 AM

950 Senoia Road, Tyrone, GA 30290

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

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 11, 2025, meeting minutes.

VII. PRESENTATIONS

VIII. OLD BUSINESS

2. Consideration to discontinue participation in the FCDA Grant Program for the Fire Station Redevelopment Project. -**Phillip Trocquet, Assistant Town Manager**

IX. NEW BUSINESS

X. PUBLIC COMMENTS

XI. STAFF COMMENTS

3. Discussion of property and development options for 935 Senoia Road. - **Phillip Trocquet, Assistant Town Manager**

XII. BOARD COMMENTS

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

TYRONE DOWNTOWN DEVELOPMENT AUTHORITY

Section [PN], Item 1.

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



DDA ITEM AGENDA REQUEST FORM

Meeting Date: 11/17/2025 (Special-Called)

Staff Contact: Phillip Trocquet

Agenda Section: Old Business

Department:

Staff Report:

Item Description:

Consideration to discontinue participation in the FCDA Grant Program for the Fire Station Redevelopment Project.

Background/History:

As a result of being awarded grant monies from the FCDA to pursue redevelopment of the fire station property into a food truck park, the DDA instructed staff to perform a pilot project at Shamrock Park to ascertain the feasibility and success of a food truck park prior to investing the grant award and DDA funds.

Findings/Current Activity:

Staff ran the food truck pilot in Shamrock Park from September through November on Fridays and Saturdays for lunch and dinner. The following statistics were gathered via survey and questioning food truck vendors:

- 15 unique food trucks participated.
- 72% Food truck participation (27 out of 38 meal times were reserved).
- Average of 10 meals served per truck.
- Average food truck experience rating: 3 out of 5 stars.
- #1 Food Truck Request: More people & fewer trucks
- Preferred Mealtime: Dinner

In speaking with food vendors, the main request was that, due to relatively small numbers of visitors, the cap of food trucks be limited to only one or two. It seemed that they were interested in continuation of the pop-up under those conditions. Even so, a charge for parking spaces would not be feasible for them unless a significant increase in patrons occurred.

Actions/Options/Recommendations:

Given the limited success of the food truck pop-up at Shamrock Park, staff does not believe a full investment in a food-truck park would generate enough revenue to break even or provide the DDA

with modest profits to pour into further redevelopment efforts. As a result, staff recommends the following:

1. Discontinued participation in the FCDA grant to fund a purpose-built food truck park at the fire station property.
 - a. This includes the refund of their initial \$50,000 payment.
2. Continued organization of the food truck pop-up at Shamrock Park on a seasonal basis for 1 to 2 trucks as an umbrella event of the DDA with the Town's permission.
3. Pursuit of new development options for the Fire Station property.