



City of Walnut Grove Downtown Development Authority
Minutes of the
March 27, 2023, DDA Meeting
1021 Park St. Walnut Grove, GA 30052

Directors Present:

Russ Butcher
Erica Miles
Sarah Tuchscherer
Rachel Davis

Guests Present:

Mark Moore

Directors Absent:

Billy Coleman
Wes Martin
Desi Borgh

- I. CALL TO ORDER – 7:05 PM call to order by Russ Butcher
- II. PLEDGE OF ALLEGIANCE
- III. INVOCATION
- IV. APPROVE OF AGENDA
 1. Sarah Tuchscherer made a motion to approve the agenda. Erica Miles seconded. All in favor.
- V. APPROVAL OF MINUTES
 1. Rachel Davis made a motion to approve the November 28, 2022, minutes. Sarah Tuchscherer seconded. All in favor. Motion passes unanimously.
 2. Sarah Tuchscherer made a motion to approve the January 23, 2022, minutes. Rachel Davis seconded. All in favor. Motion passes unanimously.
- VI. OLD BUSINESS
 1. New DDA Member Update
 - Erica Miles announced we have a new DDA member, Rachel Davis.
 2. Master Plan Update
 - Erica Miles announced that she received an email from Mr. Don Cannon regarding the RFP for the master plan. March 23, 2023 was the deadline for submissions relative to the RFP for the Master Plan. They mailed the RFP to 7 planning firms, advertised in the Tribune, and posted the request on the city's website. We received only one proposal. The Planning Commission will be reviewing that on April 3rd. The options will be 1. Recommend the proposal of the consultant that responded. 2. Negotiate with consultant and determine whether to recommend or decline an amended proposal. 3. Decline the proposal and seek

out and negotiate with other consultants until we find an acceptable consultant. Mr. Cannon encourages the DDA to select our representative to serve on the Visioning/Steering Committee.

VII. NEW BUSINESS

1. Representative on Steering Committee

- Erica Miles explained each member of the Planning Commission will serve on the Steering Committee along with one representative from the DDA, one representative from the City Council, and two community stakeholders that do not serve on any of the governing bodies.
- Sarah Tuchscherer and Erica Miles both stated they are interested in serving on the steering committee. Erica Miles stated her plate is full but if no one else on the DDA can be sure to attend all the Steering Committee meetings, she volunteers and she is not sure when the Steering Committee's meetings will be.
- Sarah Tuchscherer asked if the Council had already selected their representative. Erica Miles announced they have not. Sarah asked if it would be a good idea to wait to see who the Council chooses. Erica said a decision should be made tonight or we may not have a representative at the Steering Committee's first meeting as they will probably meet prior to the DDA's next meeting. Sarah Tuchscherer stated that she would like to be the DDA's representative, and she'll be sure to add those meetings to her calendar. Erica Miles stated she will give DDA representative's information to Don Cannon and he will be in touch.
- Erica Miles nominated Sarah Tuchscherer to serve as the DDA's representative on the Visioning/Steering Committee. Rachel Davis seconded the motion. All in favor. Motion passes unanimously.

2. Work Sessions

- Erica Miles stated she added this to the agenda but Rachel and Sarah both have tons of ideas that need to be talked about as a group. Some of those things include TAD's, websites, different technology, training, continuing education. Sarah stated that she has lots of stuff she would like to talk to the group about to get everyone's feedback in order to vote on it at the following meeting. Russ stated, the work sessions will have to be announced and advertised and minutes will need to be taken. Erica confirmed that was correct. Rachel stated that some of the items need to be talked about so that we can vote on them. Rachel also stated that she would like to see our attorney present for the first work session.
- Erica Miles made a motion that we have a work session April 11, 2023, at 10:30 AM at Church of the Grove. Rachel Davis seconded the motion. All in favor. Motion passes unanimously.
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VIII. Audience Comments:

- Mayor Moore announced the city is becoming a GMA Certified City of Ethics and that should help with grants as well. He also mentioned the City Audit was great as there were no comments at all on it.

IX. DDA COMMENTS

- Erica Miles announced Wesley Martin has decided not to renew his oath to serve on the DDA and we can ask around to see if another business owner would like to serve on the DDA.
- Sarah Tuchscherer asked if we had a digital file of the DDA's bylaws. Erica stated we do not, but she can scan them in and email them to Sarah and Rachel since Rachel has not seen those yet.
- Rachel Davis talked about the continuing education she was able to attend and how informative it was. She is learning more TAD's and announced she has signed up to a meeting with some state representatives to get our name out there because they will have

to sponsor us. We have passed the midway point so this can't happen until next year. 2024 is going to be a big year for Walnut Grove. What we do now is going to propel us into 2024.

X. ADJOURN

- a. Erica Miles made the motion to adjourn. Rachel Davis seconded the motion. Motion passes unanimously.

Attest:

Chairman

Secretary