



**MEETING MINUTES**  
**Regular Monthly Meeting**  
**Tuesday, October 1, 2019- 9:30 a.m.**  
**Richmond Hill/Bryan County**  
**Chamber of Commerce 2591**  
**Highway 17, Suite 100,**  
**Richmond Hill, GA 31324**

Members present – Georgene Brazer, Eddie Warren, Catherine Grant, Brad Brookshire, Bill Donahue and Jitan Patel. Paige Glazer absent.

Staff Present – Becky Armbrister

The meeting was called to order by Georgene Brazer at 9:34 a.m.

The meeting agenda was approved with a motion by Warren and a second by Donahue. Approved by all.

The September 19<sup>th</sup> meeting minutes were approved with a motion by Donahue and second by Brookshire. All were in favor.

The September bank statement had not been received so no financial report was given.

Chris Lovell, City Manager, gave a presentation regarding Tax Allocations Districts. There was a general discussion regarding the upcoming election and providing information to voters.

The DDA September monthly report was reviewed by Armbrister. Project updates were given, including the murals and painting of the light poles on Highway 17. A motion was made by Patel with a second by Brookshire to approve a change order to paint the Christmas brackets at a cost of \$1,535. All were in favor.

The painting of utility boxes was discussed. GA Power has declined and Coastal has not given an answer.

The adopted Mission Statement was reviewed and discussed. Grant made a motion with a second by Patel, voted in favor by all, to adopt the following as the mission statement for the DDA:

The Downtown Development Authority of Richmond Hill serves the community by leading public improvements and private partnerships that have meaningful impact in enhancing the downtown area.

Brookshire made a motion with a second by Grant to host a work session at the City Center on October 16<sup>th</sup> from 11:00 to 1:00 with lunch to discuss the 2020 Work Program. Armbrister stated she would arrange the reservation and the final invoice could be approved at the next meeting,

The next meeting date is November 5<sup>th</sup>. Armbrister stated she would not be present but Scott Allison would attend.

Meeting was adjourned at 10:43 with a motion from Brookshire, seconded by Donahue and carried by all.