

DOWNTOWN DEVELOPMENT AUTHORITY MEETING
200 Burnt Mountain Road
Jasper, Georgia 30143
MINUTES
Monday, June 23, 2025 @ 5:30 PM

Members Present:

Parish Lowrie - Chair
Marty Callahan
Sonny Proctor, MD
Jack Dunn
Brian Rittenberry
Pam Watkins – Vice Chair

Members Absent

Guests in Attendance:

Brandon Douglas

Press

Mari -Know Pickens

Call meeting to order and Approval of Agenda

Presenter: Chairman Lowrie

Chairman Lowrie, seeing a quorum, called the meeting to order at 5:30pm. Marty Callahan at Chairman Lowrie’s request verified that a quorum was indeed present. Dr. Proctor led the Pledge of Allegiance.

Adopt Agenda

Presenter: Chairman Lowrie

Discussion:

Chairman Lowrie asked if someone could make a motion to adopt the June 23rd meeting agenda.

Conclusion:

Dr. Proctor made a motion to adopt the agenda. Mr. Callahan provided the second to adopt the agenda. Motion to approve carried 4-0.

Adopt Minutes from 03.24.2025 & 04.28.2025 Meeting

Presenter: Chairman Lowrie

Discussion: Chairman Lowrie asked for a motion to adopt the May 19th minutes.

Conclusion: Vice Chair Pam Watkins made a motion to approve the 05.19.2025 meeting minutes. Mr. Callahan provided a second. Motion to approve carried 4-0

Agenda item: Item #1 Downtown Lighting

Presenter: City Manager

Discussion: City Manager was running late from another meeting so moved this item to later in the meeting.

Agenda item: Item #2 Main Street USA

Presenter: Chairman
Lowrie

Discussion: Discussion of Planning Session of the Board to prep for Ebony from Main Street's visit in August. Discussion of Main Street annual Vision and Input meeting with Main Street Focus area business owners. Discussion of September Main Street Educational meeting. Discussion explaining Main Street Area of focus to the rest of the community.

Main Street Committees: Discussion of possible combination of board members that will make up the four committees. Discussion of eventual subcommittees such as volunteerism under the Promotions committee which will be comprised of a member or members of the board and business owners in Main Street Area of Focus etc.

Historical Preservation activity for May 2026 discussion.

Agenda item: Item #3 Downtown Live

Presenter: Community
Engagement
Manager

Discussion: Discussion of Board duties for the July 12th event.
Discussion of compliments received about the June 14th event.

Agenda item: Item #4 Internal Planning meeting to prepare for Main Street
Planning Meeting

Presenter: Chairman
Lowrie

Previously discussed under Main Street.

Agenda Item: Item #5 Community Engagement Manager
Report

Presenter: Community
Engagement
Manager

Discussion of preparing to modify Main Street Area of focus in July so it can go before Council in August.
Discussion of Finance matters.

Discussion of Sponsors bringing vehicles instead of tents. Discussion of changing the layout of vendor spots. Motion to allow sponsors to bring vehicles instead of tent, they must stay the whole time and arrive on time, Jack provided the motion, Marty provided the second, motion carried unanimously.

Vendor Selection Process Discussion: Vice Chair Pam Watkins made the motion; Dr. Proctor provided the second. Motion carried unanimously. Process adopted.

City Manager, Brandon Douglas provided the lighting update previously skipped as Item #1.

Next DDA meeting is scheduled for Monday, July 28, 2025, at 5:30pm.

Agenda item Adjourn

Presenter:Chairman Lowrie

Conclusions:

Chairman Lowrie called for adjournment at 6:33 pm.
Jack provides the motion. Marty provides the second.

Motion carries unanimously. Meeting is adjourned.

Parish Lowrie, Chairman

Pam Watkins, Vice Chair

Marty Callahan, Secretary/Treasurer