



Hiawassee Downtown Development Authority Meeting Minutes

Date: Tuesday, September 15, 2026
Time: 8:30 AM
Location: VC Coffee, 375 N Main St., Hiawassee

Board Present: Bradley Barrett, Nancy Noblet, Hali Caldwell, Hannah Chriswell, Alex King (via phone, left after item IXb)
Staff Present: Lily Ponitz, Anne Wiggin
Guests Present: Brett Bradshaw, Leslie Howard, Jim Olson

I. Call to order

Bradley called the meeting to order at 8:34 AM

II. Swear in newly appointed DDA board member – Hali Caldwell

III. Adopt agenda as set

Motion: Nancy | Second: Alex | Approved

IV. Approval of August 4, 2026 meeting minutes and August 20, 2026 special called meeting minutes

Motion: Bradley | Second: Nancy | Approved

V. Financial Update

- Annual payment from the City has been received.
- PBC loan is close to being paid off.

VI. Directors Update

- Reviewed current board roster and training status.
- Every board member must do 8 hours of training in their first year and then 2 hours each subsequent year.

VII. Night Market Update

- The board supports partnering with organizations for the last two Night Markets: Towns County Varsity Cheerleader Booster Club for October 2 and Towns County Food Pantry for November 6. Suggested for the food pantry, we could do a “stuff the turkey” display to collect food donations.
- The fall photobooth will be a great addition to the square décor.

VIII. Paris Business Center Update

- Anne was introduced as the new PBC Program Coordinator.
- Improvements have been made to the building, including rekeying it, locking the door between the lobby and the incubators, and getting the laptops and meeting room screens working.

IX. New Business

- a. Approve nomination of DDA board members – Brett Bradshaw & Julie Payne.
Motion: Bradley | Second: Nancy | Approved
- b. Discuss UGA Connected Resilient Communities and approve applying for 2026 or 2027 cohort.
Motion: Bradley | Second: Hali | Approved
- c. Review draft Short-Term Work Program from the Hiawassee Comprehensive Plan.

- Discussed starting up more participatory/interactive programs that are small lifts but visible to the community.
 - Develop partnerships with community leaders (schools, churches, nonprofits).
 - Invest in outreach to the business and community.
- d. Discuss creation of a Marketing Assistance Grant.
- The board is in support of the idea, and the next step is to draft our application and grant guidelines.
 - To roll out the grant, we can host a business owner networking reception at the PBC.

X. Old Business

- a. Approve Unicoy Masonic Lodge Façade Grant disbursement (\$1,500) and schedule check presentation.
Motion: Bradley | Second: Nancy | Approved
- b. Discuss plans for Light Up Hiawassee and other holiday events.
- DDA will replace bulbs on the pole-mounted lights and order them on the trailer for mounting. Discussed gifting the staff who mount them to show our appreciation.
 - Planned for the outdoor movie night on November 14. Discussed showing Polar Express, having a coffee/hot chocolate and toppings bar, smores station, and popcorn. Free or low cost.
 - Discussed ways to give back and involve the community, including a mitten tree donation drive, a community tree on the square, and bringing a chorus from the school to one of the events.
 - A holiday project committee will start meeting to plan the holiday events and decoration.

XI. Other Business

XII. Public Comment

- Towns County Summer Heat could be a partner for Light Up Hiawassee for providing popcorn for the movie night.

XIII. Executive Session entered at 9:39 AM

Motion: Nancy | Second: Bradley | Approved

Left Executive Session at 9:43 AM

Motion: Nancy | Second: Hannah | Approved

XIV. Approve PBC lease of downstairs conference room (to be Suite D) to Cary Sellers.

Motion: Nancy | Second: Bradley | Approved

XV. Adjourn by general consent at 9:44 AM