



# Department Report

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Report Title: Downtown Dahlenega – February 2023  
Report Highlight: Moving to Head House and drafting work plan.  
Name and Title: Ariel Alexander, Downtown Development Director

## Organization:

- Hosted the annual planning session on Friday, February 3, 2023, at Dahlenega City Hall with community partners from the Chamber of Commerce, Tourism Board, Dahlenega Downtown Business Association, and City Council. Collected proposed work plan tasks.
- Participated in training from the Department of Community Affairs Main Street office regarding the new accreditation standards.
- Moved staff into the Head House and coordinated office set up and final punch list items.
- Received quotes to replace the locks at the Hancock Park restroom facilities.
- Participated in training from Saving Places regarding vacant properties and changing storefront uses.
- Appointed Council member Reagin as a non-voting member of the DDA Board.

## Promotion:

- The Head House Grand Opening will be held on Monday, March 20, from 1 p.m. to 3 p.m.
- Confirmed all performances for the First Friday Concert Series, with three new performers!
- Working on adding a digital version of the DDA walking tour to the DDA website.
- Continuing joint advertising efforts between the Chamber, UNG, and Tourism staff.
- Met with the Dahlenega Christmas Committee for planning of annual Christmas activities.

## Economic Vitality:

- The DDA Board voted to approve a scope of work and directed staff to advertise a request for proposal for a rental management company for the first floor of the Head House.
- Facilitated market rent study for the rental space in the Head House in preparation for its listing.

## Design:

- Working to upload all historical images of buildings to the DDA website as a resource for preservation and restoration in future projects.
- Request for Proposal for the downtown outdoor speaker system was published.
- Attended city plan review sessions.
- The 147 N. Park Street subcommittee met to review a new proposal.
- Held the pre-bid meeting for the request for proposal for an outdoor speaker system in the downtown area.