



# CITY OF DAHLONEGA

## Downtown Development Authority Agenda

June 05, 2025, 8:30 AM  
Dahlonega City Hall

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 706-864-6133.

Vision – Dahlonega will be the most welcoming, thriving, and inspiring community in North Georgia

Mission Statement - Dahlonega, a City of Excellence, will provide quality services through ethical leadership and fiscal stability, in full partnership with the people who choose to live, work, and visit. Through this commitment, we respect and uphold our rural Appalachian setting to honor our thriving community of historical significance, academic excellence, and military renown.

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### **Vision Statement**

Downtown Dahlonega will retain its role as the heart of the region and the center for community and economic development. It will have an inviting appearance, highlighted by historic architecture. It will enhance the civic, cultural, and economic vitality of the entire community.

### **Mission Statement**

The purpose of Downtown Dahlonega is to stimulate and sustain economic development in downtown area by encouraging cooperation and building leadership; by advancing a positive image of downtown and promoting it as an exciting place to live, shop, and invest; by sustaining and improving the appearance of downtown; and by strengthening and expanding the economic base of downtown.

### **Call to Order**

### **Approval of Agenda**

### **Approval of Minutes**

1. Downtown Development Authority/Main Street Program Work Session - May 1, 2025  
Ariel Alexander, DDA Director

### **Partner Agencies**

1. City of Dahlonega
2. University of North Georgia
3. Tourism/CVB
4. Chamber of Commerce/DALC
5. Downtown Dahlonega Business Association

### **Organization**

- a. Housing Summary from Madison Trip  
Ariel Alexander, DDA Director
- b. Feasibility Study Proposal  
Ariel Alexander, DDA Director

- c. Financials

### **Economic Vitality**

- [a.](#) Façade Grant Application: Grateful Days  
Ariel Alexander, DDA Director
- [b.](#) Small Business Improvement Grant: Grateful Days  
Ariel Alexander, DDA Director
- [c.](#) Small Business Improvement Grant: Dahlonega Rocks  
Ariel Alexander, DDA Director
- [d.](#) Façade Grant Application: 22 N. Grove Street  
Ariel Alexander, DDA Director

#### **Promotion**

- a. Main Street Programs Updates  
Skyler Alexander, Main Street Manager

#### **Design**

#### **Adjourn**

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Guideline Principles - The City of Dahlonega will be an open, honest, and responsive city that balances preservation and growth and delivers quality services fairly and equitably by being good stewards of its resources. To ensure the vibrancy of our community, Dahlonega commits to Transparency and Honesty, Dedication and Responsibility, Preservation and Sustainability, Safety and Welfare ...for ALL!

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# CITY OF DAHLONEGA

## Downtown Development Authority Minutes

May 01, 2025, 8:30 AM  
Dahlonega City Hall

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### **PRESENT**

Chair Awtrey Moore

Vice Chair Zach Payne

Board Member Melanie Dunlap

Board Member Erick Jones

Board Member Deb Rowe

### **Call to Order**

Chair Moore called the meeting to order at 8:40 a.m.

### **Approval of Agenda**

Motion to approve made by Board Member Jones. Seconded by Board Member Dunlap.

Voting Yea: Vice Chair Payne, Board Member Dunlap, Board Member Jones, Board Member Rowe.

### **Approval of Minutes**

1. Downtown Development Authority/Main Street Program Work Session - April 17, 2025  
Ariel Alexander, DDA Director

Motion to approve made by Board Member Jones. Seconded by Vice Chair Payne.

Voting Yea: Vice Chair Payne, Board Member Dunlap, Board Member Jones, Board Member Rowe.

### **Design**

a. Review of 2008 Master Plan

Ariel Alexander, DDA Director

Director Alexander led a discussion on excerpts from the 2008 Downtown Master Plan focusing on East Main Street. The board directed staff to focus their efforts on updating the plans outlined in this document and initiating a downtown property inventory. Vice Chair Payne stated that he would support the effort by working to provide conceptual drawings for this area. The board agreed to dedicate an upcoming work session to this work.

The board also discussed researching USDA economic development initiatives, including participation in their revolving loan fund. Vice Chair Payne stated that he would work to provide a presentation detailing the program's specifics.

### **Organization**

a. Financials

Motion to approve made by Board Member Jones. Seconded by Board Member Dunlap.

Voting Yea: Vice Chair Payne, Board Member Dunlap, Board Member Jones, Board Member Rowe.

### **Partner Agencies**

1. City of Dahlonega

City Manager Martin reported on upcoming infrastructure projects and a planned Georgia Department of Transportation (GDOT) traffic study that will begin soon. She also shared updates from the zoning steering committee and a timeline for the ongoing work.

2. University of North Georgia

No report.

3. Chamber of Commerce/DALC

No report.

4. Tourism/CVB

Director McDuffie shared that several promotional films and publications will be released soon, highlighting Dahlonega tourism. He also provided an update on the upcoming "Christmas in July" event, which will be hosted at the UNG Convocation Center.

5. Downtown Dahlonega Business Association

Main Street Manager Skyler Alexander shared updates on behalf of the DDBA. They are reporting a strong and growing membership and look forward to working with the DDA/Main Street team, as well as the City Manager, to enhance business relations, specifically in terms of starting and conducting business in the city.

### **Adjourn**

Chair Moore called for a motion to adjourn at 10:21 a.m.

Motion made by Board Member Rowe. Seconded by Vice Chair Payne.

Voting Yea: Vice Chair Payne, Board Member Dunlap, Board Member Jones, Board Member Rowe.

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REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA  
PERIOD ENDING 04/30/2025  
% Fiscal Year Completed: 58.08

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	% BDGT USED
		ORIGINAL BUDGET	04/30/2025 NORMAL (ABNORMAL)	
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY				
	CHARGES FOR SERVICES	1,500.00	821.88	54.79
	INVESTMENT INCOME	8,000.00	5,419.68	67.75
	CONTRIBUTIONS AND DONATIONS	1,500.00	2,000.00	133.33
	MISCELLANEOUS REVENUE	15,900.00	7,640.00	48.05
	TRANSFERS IN FROM OTHER FUNDS	137,300.00	57,208.35	41.67
	APPROPRIATED FUND BALANCE	166,922.00	0.00	0.00
TOTAL REVENUES		331,122.00	73,089.91	22.07
DDA ADMINISTRATION		147,734.00	85,952.49	58.18
TOURISM		30,950.00	4,216.76	13.62
DOWNTOWN DEVELOPMENT		152,438.00	25,629.92	16.81
TOTAL EXPENDITURES		331,122.00	115,799.17	34.97
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY:				
TOTAL REVENUES		331,122.00	73,089.91	22.07
TOTAL EXPENDITURES		331,122.00	115,799.17	34.97
NET OF REVENUES & EXPENDITURES		0.00	(42,709.26)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA

PERIOD ENDING 04/30/2025

% Fiscal Year Completed: 58.08

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	YTD BALANCE 04/30/2024 NORM (ABNORM)	2024-25 ORIGINAL BUDGET	2024-25 MENDED BUDGET	ACTIVITY FOR MONTH 04/30/25 INCR (DECR)	YTD BALANCE 04/30/2025 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 0000 - NON DEPARTMENTAL								
CHARGES FOR SERVICES								
230.0000.34.5410	PARKING CHARGES	880.54	1,500.00	1,500.00	58.87	821.88	678.12	54.79
CHARGES FOR SERVICES		880.54	1,500.00	1,500.00	58.87	821.88	678.12	54.79
INVESTMENT INCOME								
230.0000.36.1000	INTEREST REVENUES	7,500.44	8,000.00	8,000.00	788.57	5,419.68	2,580.32	67.75
INVESTMENT INCOME		7,500.44	8,000.00	8,000.00	788.57	5,419.68	2,580.32	67.75
CONTRIBUTIONS AND DONATIONS								
230.0000.37.1000	CONTRIBUTIONS - PRIVATE SOURC	0.00	1,500.00	1,500.00	0.00	2,000.00	(500.00)	133.33
CONTRIBUTIONS AND DONATIONS		0.00	1,500.00	1,500.00	0.00	2,000.00	(500.00)	133.33
MISCELLANEOUS REVENUE								
230.0000.38.1000	MISCELLANEOUS REVENUES	8,400.00	14,400.00	14,400.00	1,200.00	7,200.00	7,200.00	50.00
230.0000.38.9000	MISCELLANEOUS REVENUES	1,730.00	1,500.00	1,500.00	0.00	440.00	1,060.00	29.33
MISCELLANEOUS REVENUE		10,130.00	15,900.00	15,900.00	1,200.00	7,640.00	8,260.00	48.05
TRANSFERS IN FROM OTHER FUNDS								
230.0000.39.1100	TRANSFERS IN - GENERAL FUND	58,333.31	50,000.00	50,000.00	0.00	20,833.35	29,166.65	41.67
230.0000.39.1275	TRANSFERS IN - HOTEL/MOTEL TAX	49,510.44	87,300.00	87,300.00	0.00	36,375.00	50,925.00	41.67
TRANSFERS IN FROM OTHER FUNDS		107,843.75	137,300.00	137,300.00	0.00	57,208.35	80,091.65	41.67
APPROPRIATED FUND BALANCE								
230.0000.39.9100	APPROPRIATED FUND BALANCE	0.00	166,922.00	166,922.00	0.00	0.00	166,922.00	0.00
APPROPRIATED FUND BALANCE		0.00	166,922.00	166,922.00	0.00	0.00	166,922.00	0.00
Total Dept 0000 - NON DEPARTMENTAL		126,354.73	331,122.00	331,122.00	2,047.44	73,089.91	258,032.09	22.07
TOTAL REVENUES		126,354.73	331,122.00	331,122.00	2,047.44	73,089.91	258,032.09	22.07
Expenditures								
Dept 7510 - DDA ADMINISTRATION								
DDA ADMINISTRATION								
230.7510.51.1100	SALARIES AND WAGES	45,007.24	67,966.00	67,966.00	6,019.16	43,132.85	24,833.15	63.46
230.7510.51.1300	OVERTIME	269.96	500.00	500.00	0.00	0.00	500.00	0.00
230.7510.51.2100	GROUP INSURANCE	6,293.77	12,318.00	12,318.00	1,162.04	7,213.84	5,104.16	58.56
230.7510.51.2200	FICA CONTRIBUTIONS	3,401.31	5,200.00	5,200.00	451.17	3,237.92	1,962.08	62.27
230.7510.51.2700	WORKERS COMPENSATION	3,019.54	2,500.00	2,500.00	0.00	1,575.48	924.52	63.02
230.7510.52.1000	PROFESSIONAL/TECHNICAL SERVIC	759.75	10,000.00	10,000.00	20.99	5,235.79	4,764.21	52.36
230.7510.52.2000	PURCHASED PROPERTY SERVICES	0.00	0.00	0.00	80.00	560.00	(560.00)	100.00
230.7510.52.2200	REPAIRS AND MAINTENANCE	12.10	500.00	500.00	45.17	1,752.28	(1,252.28)	350.46
230.7510.52.2300	RENTALS	4,711.68	7,700.00	7,700.00	704.17	5,182.35	2,517.65	67.30
230.7510.52.3100	INSURANCE	2,552.00	0.00	0.00	2,223.32	2,223.32	(2,223.32)	100.00
230.7510.52.3200	COMMUNICATIONS	5,409.28	11,000.00	11,000.00	214.04	2,942.94	8,057.06	26.75
230.7510.52.3210	POSTAGE	0.00	0.00	0.00	900.00	1,500.00	(1,500.00)	
230.7510.52.3300	ADVERTISING	0.00	1,000.00	1,000.00	919.48	1,855.48	(855.48)	
230.7510.52.3400	PRINTING	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA

PERIOD ENDING 04/30/2025  
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GL NUMBER	DESCRIPTION	YTD BALANCE 04/30/2024 NORM (ABNORM)	2024-25 ORIGINAL BUDGET	2024-25 MENDED BUDGET	ACTIVITY FOR MONTH 04/30/25 INCR (DECR)	YTD BALANCE 04/30/2025 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY								
Expenditures								
230.7510.52.3500	TRAVEL	458.33	700.00	700.00	0.00	60.00	640.00	8.57
230.7510.52.3600	DUES AND FEES	2,731.35	3,500.00	3,500.00	0.00	625.00	2,875.00	17.86
230.7510.52.3700	EDUCATION AND TRAINING	860.00	1,000.00	1,000.00	0.00	1,200.00	(200.00)	120.00
230.7510.53.1100	GENERAL SUPPLIES AND MATERIAL	2,258.18	10,000.00	10,000.00	20.44	757.00	9,243.00	7.57
230.7510.53.1210	WATER/SEWER	944.63	1,500.00	1,500.00	140.87	903.94	596.06	60.26
230.7510.53.1230	ELECTRICITY	5,402.51	9,500.00	9,500.00	673.74	5,994.30	3,505.70	63.10
230.7510.53.1600	SMALL EQUIPMENT	196.96	350.00	350.00	0.00	0.00	350.00	0.00
230.7510.53.1700	OTHER SUPPLIES	0.00	500.00	500.00	0.00	0.00	500.00	0.00
DDA ADMINISTRATION		84,288.59	147,734.00	147,734.00	13,574.59	85,952.49	61,781.51	58.18
Total Dept 7510 - DDA ADMINISTRATION								
		84,288.59	147,734.00	147,734.00	13,574.59	85,952.49	61,781.51	58.18
Dept 7540 - TOURISM								
TOURISM								
230.7540.52.1000	PROFESSIONAL/TECHNICAL SERVIC	7,153.43	20,000.00	20,000.00	800.00	815.00	19,185.00	4.08
230.7540.52.2300	RENTALS	2,267.84	2,500.00	2,500.00	3,401.76	3,401.76	(901.76)	136.07
230.7540.52.3300	ADVERTISING	576.73	750.00	750.00	0.00	0.00	750.00	0.00
230.7540.52.3400	PRINTING	53.50	500.00	500.00	0.00	0.00	500.00	0.00
230.7540.52.3600	DUES AND FEES	192.00	200.00	200.00	0.00	0.00	200.00	0.00
230.7540.52.3700	EDUCATION AND TRAINING	0.00	500.00	500.00	0.00	0.00	500.00	0.00
230.7540.53.1100	GENERAL SUPPLIES AND MATERIAL	862.57	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
230.7540.53.1270	MOTOR FUEL	0.00	500.00	500.00	0.00	0.00	500.00	0.00
230.7540.53.1600	SMALL EQUIPMENT	4,018.80	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
TOURISM		15,124.87	30,950.00	30,950.00	4,201.76	4,216.76	26,733.24	13.62
Total Dept 7540 - TOURISM								
		15,124.87	30,950.00	30,950.00	4,201.76	4,216.76	26,733.24	13.62
Dept 7550 - DOWNTOWN DEVELOPMENT								
DOWNTOWN DEVELOPMENT								
230.7550.51.1100	SALARIES AND WAGES	27,415.17	50,733.00	50,733.00	3,902.40	28,112.15	22,620.85	55.41
230.7550.51.1300	OVERTIME	497.28	500.00	500.00	0.00	0.00	500.00	0.00
230.7550.51.2100	GROUP INSURANCE	4,343.25	12,224.00	12,224.00	1,154.00	7,161.02	5,062.98	58.58
230.7550.51.2200	FICA CONTRIBUTIONS	2,101.34	3,881.00	3,881.00	290.04	2,094.16	1,786.84	53.96
230.7550.51.2700	WORKERS COMPENSATION	0.00	400.00	400.00	0.00	252.08	147.92	63.02
230.7550.52.1000	PROFESSIONAL/TECHNICAL SERVIC	32,015.50	40,000.00	40,000.00	385.40	2,792.33	37,207.67	6.98
230.7550.52.3300	ADVERTISING	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
230.7550.52.3400	PRINTING	72.00	500.00	500.00	0.00	0.00	500.00	0.00
230.7550.52.3500	TRAVEL	229.95	500.00	500.00	0.00	0.00	500.00	0.00
230.7550.52.3600	DUES AND FEES	911.03	500.00	500.00	0.00	0.00	500.00	0.00
230.7550.52.3700	EDUCATION AND TRAINING	195.00	500.00	500.00	0.00	0.00	500.00	0.00
230.7550.53.1100	GENERAL SUPPLIES AND MATERIAL	3,617.61	5,000.00	5,000.00	0.00	3.31	4,996.69	0.07
230.7550.53.1270	MOTOR FUEL	236.37	500.00	500.00	0.49	144.87	355.13	28.97
230.7550.53.1780	BEAUTIFICATION SUPPLIES	18,550.84	35,000.00	35,000.00	0.00	(14,930.00)	49,930.00	(42.66)
230.7550.53.1790	OTHER SUPPLIES - VOLUNTEER AP	0.00	200.00	200.00	0.00	0.00	200.00	0.00
DOWNTOWN DEVELOPMENT		90,185.34	152,438.00	152,438.00	5,732.33	25,629.92	126,808.08	16.81
Total Dept 7550 - DOWNTOWN DEVELOPMENT								
		90,185.34	152,438.00	152,438.00	5,732.33	25,629.92	126,808.08	

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA

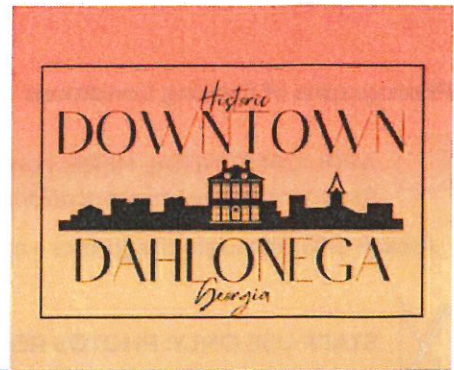
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		04/30/2024	ORIGINAL	2024-25	MONTH 04/30/25	04/30/2025	BALANCE	
		NORM (ABNORM)	BUDGET	MENTED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY								
Expenditures								
TOTAL EXPENDITURES		189,598.80	331,122.00	331,122.00	23,508.68	115,799.17	215,322.83	34.97
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		126,354.73	331,122.00	331,122.00	2,047.44	73,089.91	258,032.09	22.07
TOTAL EXPENDITURES		189,598.80	331,122.00	331,122.00	23,508.68	115,799.17	215,322.83	34.97
NET OF REVENUES & EXPENDITURES		(63,244.07)	0.00	0.00	(21,461.24)	(42,709.26)	42,709.26	100.00

Dahlonega Downtown Development Authority  
and Main Street Program

# FACADE GRANT APPLICATION

☐

Business Owner

☒

Property Owner

If not the property owner, property owner  
signature below

Applicant Name

Blue Squirrel, LLC / Susan Garrick

Business Name

Email

Phone

Mailing Address

Signature & Date

Susan Garrick 4-1-25

Street Address of Property

35 N. Chestnut Street, Dahlonega, GA 30533

STAFF USE ONLY: PRIOR GRANT SITE AWARD DATE AND AMOUNT

First time applicant - Ariel Alexander

Describe clearly and in detail all work to be done. Use additional pages if necessary.

Roof will be removed & new shingles will be installed.  
All materials relating to the roof will be replaced.  
Gutter work will be repaired where necessary.



Photographs of Existing Conditions

☐ APPLICANT INITIAL HERE: I understand and acknowledge that photographs are herein submitted for grant review, presentations, and website use.

Attach 5-10 photographs (prints – color 4x6s) or send high quality digital photographs (.jpeg, .tiff, .gif) to aalexander@dahlongegadda.org

☒ STAFF USE ONLY: PHOTOS RECEIVED

Historic Preservation Commission: Certificate of Appropriateness

STAFF USE ONLY: DATE OF APPROVAL

Rec-05/06/25

☐ COA Approved

☐ COA Denied

☒ No COA Necessary

Certain alterations and projects will require Historic Preservation Committee approval. If you need a Certificate of Appropriateness (COA), the City's Community Development Department will be happy to assist you – (706) 482-2708.

Breakdown of Project Costs along with attached estimates from a licensed Contractor

Total Project Cost

16,000.00

No grant award can exceed 50% of the eligible project costs. Dependent upon the scope of work, your project may also be eligible for Federal and/or State tax incentive programs when rehabilitating downtown properties. Please ask us.

☒ STAFF USE ONLY: ESTIMATES ATTACHED

Other Documents to Attach to this Application

☒ Occupational Tax Certificate

☒ Public Benefit Affidavit

☒ Private Employer E-Verify Affidavit

NA ☐ Zoning Requirements if Required

NA ☐ Copy of Building Permit if Required

☒ Occupancy License Application

I, (applicant name) Susan Garrick, agree that the above constitutes the construction proposed at this time and that any changes or additions will require additional information. My signature also certifies that I have read, understand, and agree to all of the grant program guidelines, regulations, and deadlines. I hereby submit the attached estimate for the proposed project and understand that this application is pending review by Dahlonge DDA. Work will not begin until I have received written grant approval from Dahlonge DDA. I further understand that the project must be completed within 6 months and that grant monies will not be paid until the project is complete.

Signature & Date

Susan Garrick 4-1-25

STAFF USE ONLY: DATE RECEIVED & STATUS

05/06/2025 - Recom Approval Ariel Alexander

QUESTIONS? CONTACT ARIEL ALEXANDER AT (706) 482-2707 OR AT AALEXANDER@DAHLONEGADDA.ORG

# GAF Timberline HDZ 50-Year Roof Replacement

Item

## Roofing Replacement Section

GAF Architectural Shingles - Timberline HDZ - 50-Year Shingle

Most insurance companies give a discount on policies for having new Class-III-rated architectural shingles.

Quoted price is for 40 SQ roof replacement

- Remove existing shingles, nails, and underlayment
- Install new starter shingles at rakes and eaves
- Install LeakBarrier shield on all valleys, chimneys, skylights, pipe boots, vents, and other roof penetrations
- Install synthetic felt
- Install drip edge as needed
- Install new chimney flashing as needed
- Install new Dimensional shingles
- Color: HICKORY
- Install shingles with 1 1/4" nails
- Clean and haul all debris (ground and gutters)
- Sweeping the job site with nail magnets
- Tarp and protect landscaping as needed
- Tarp and protect the deck (if acceptable)
- Use dump trailers on rubber tires to protect the driveway

\*\* We guarantee a Project Manager will be available on-site throughout most of the duration of the installation AND walk the customer through after the installation

\*\* Pictures available of the installation process upon request

50-year GAF manufacturer warranty, 15-year GAF wind warranty, and 5-year Blue Angels Roofing workmanship warranty.

Payment Terms: 50% upfront and 50% when the job is complete.

If necessary, an additional charge of \$85 per piece of plywood installed will be applied where the decking is damaged.

***If required, an additional charge of \$7.50 per linear foot of 1x6 decking replaced will be applied where the decking is damaged or has above-acceptable gaps.***

If applicable, an additional charge of \$38 per square will be applied for each additional layer of shingles that needs to be removed.

## Materials

GAF Seal-A-Ridge Hip & Ridge Shingles

Universal Starter Shingles

Leak Barrier

GAF Cobra Rigid Vent 3 Exhaust Ridge Vent W/ Nails

John Shipman  
Blue Angels Roofing  
(678) 848-7501  
john@blueangelsroofingga.com



# GAF Timberline HDZ 50-Year Roof Replacement

- Aluminum Drip Edge
- IPS All Flexible Pipe Flashing - 1"-3"
- Synthetic Underlayment
- Plastic Cap Nails - Ring Shank - 1" (3000 Cnt)
- Roofing Coil Nails - 1 1/4" (7200 Cnt)
- Geocel Shingle & Flashing Paint - Color Matched to System
- Roofing Sealant - Color Matched to System

Estimate subtotal \$19,320.00

REFERRAL DISCOUNT \$3,320.00 OFF

\* Discount will be applied on the summary page



Summary

Please review and sign the proposal with any notes.

GAF Timberline HDZ 50-Year Roof Replacement \$19,320.00

REFERRAL DISCOUNT \$3,320.00 OFF

Subtotal \$19,320.00 \$16,000.00

Total \$16,000.00

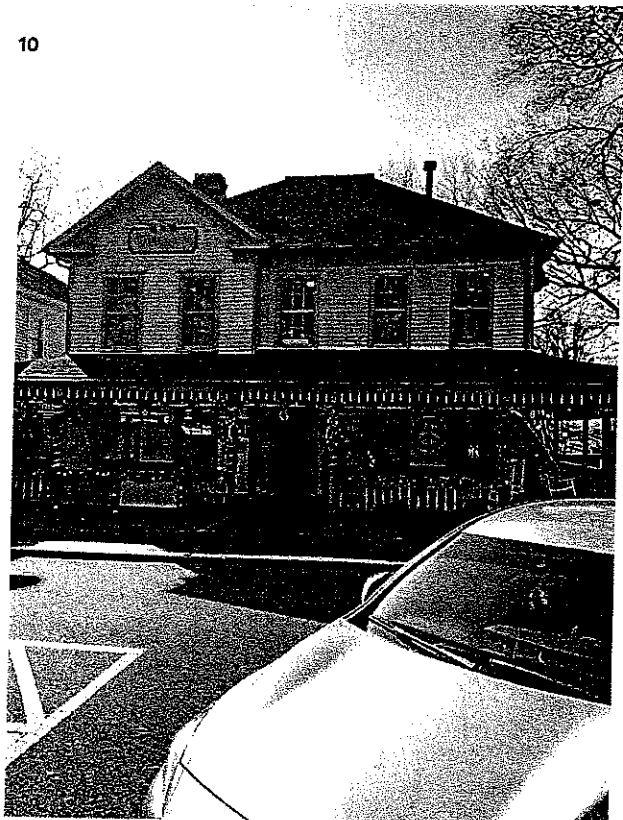
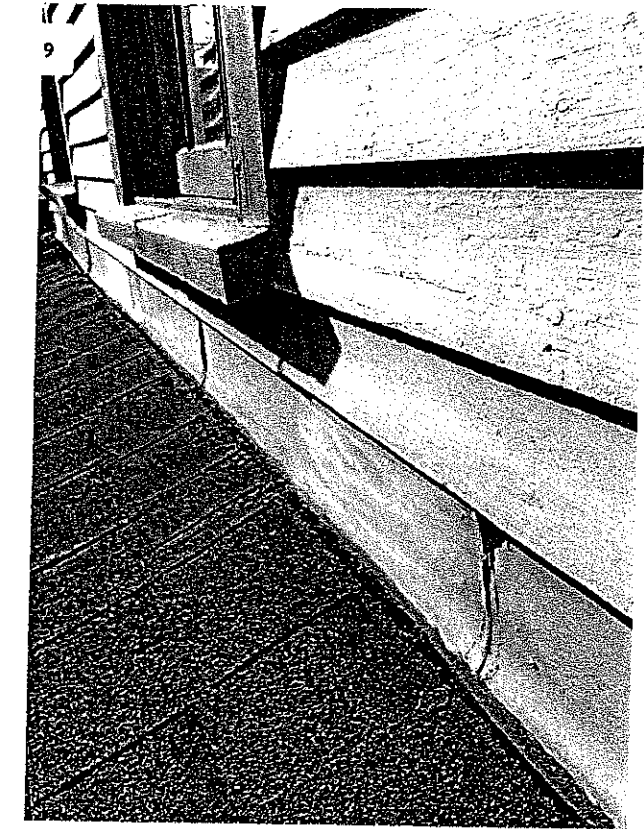
Susan Garrick

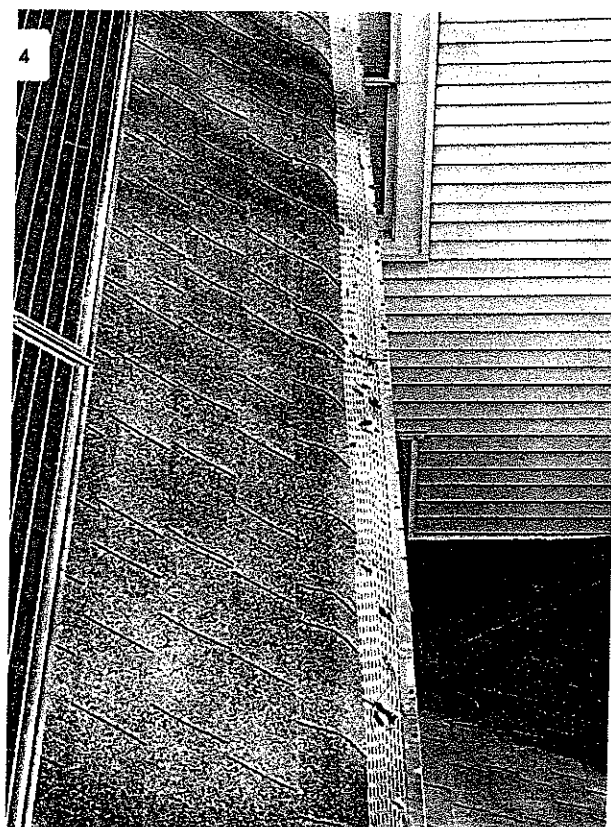
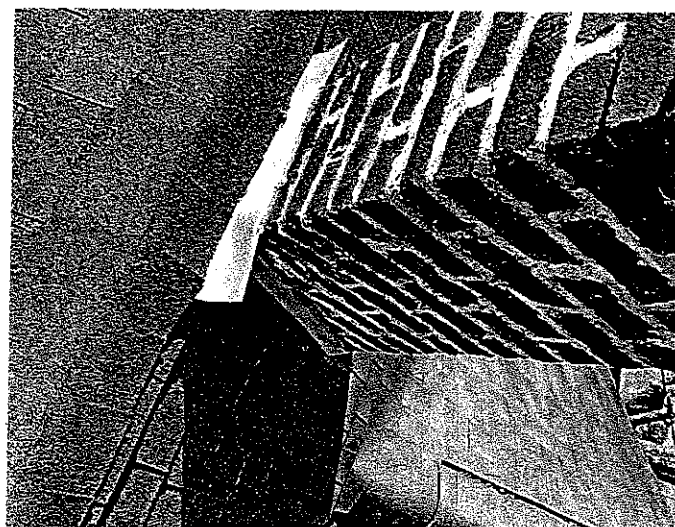
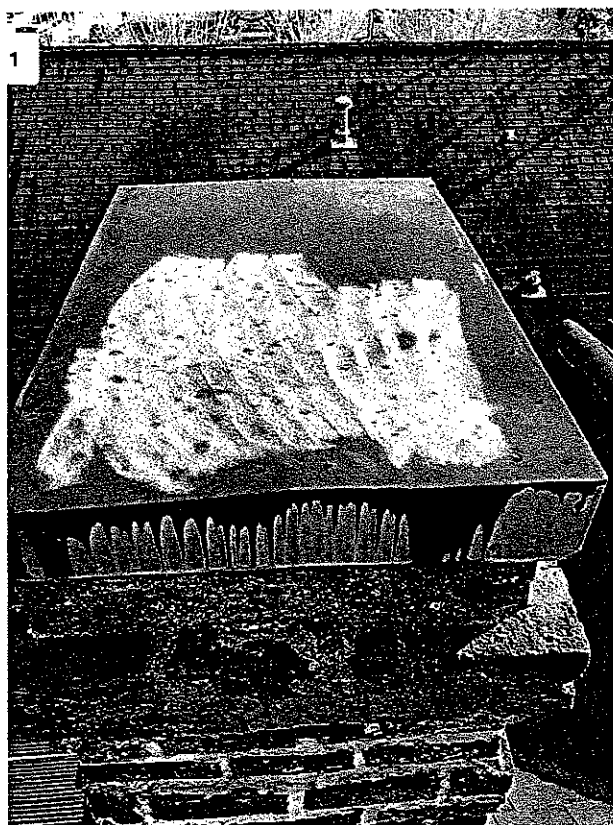
04/01/2025

Susan Garrick

Date

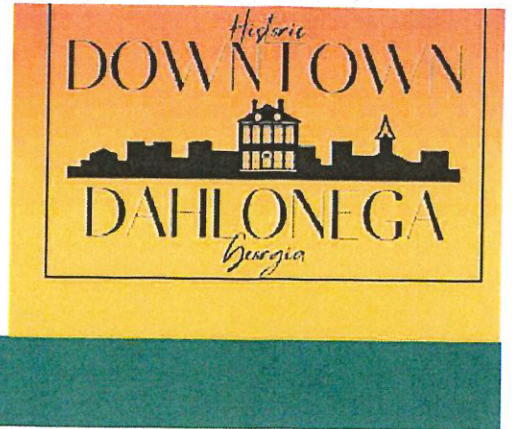
By signing this document you agree to the statement of works provided by Blue Angels Roofing and in accordance with any terms described within.







# SMALL BUSINESS IMPROVEMENT GRANT



## "ECONOMIC DEVELOPMENT THROUGH SMALL BUSINESS GROWTH AND SUCCESS"

The Dahlonega Downtown Development Authority & Main Street Program wants to assist you with those small but essential expenses that can often make a big difference in getting a business started or growing your existing business.

For 2024, The DDA has designated \$12,500 to this program. This is a 50% matching grant, with a maximum award amount of \$500.00. These funds will be awarded on a first come, first serve basis based on approval of each application by the board.

No repayment of the grant will be required or expected, although we do hope that you will consider supporting our program in the future, so that we can continue supporting our most valuable assets: our small businesses!

APPLICANT NAME

*Sr Susan Garrick*

BUSINESS NAME

*Grateful Days*

EMAIL

[REDACTED]

PHONE

[REDACTED]

MAILING ADDRESS

[REDACTED]

STREET ADDRESS OF PROPERTY

*35 N. Chestatee Street, Dahlonega, GA 30533*

STAFF USE ONLY: PRIOR GRANT SITE AWARD DATE AND AMOUNT

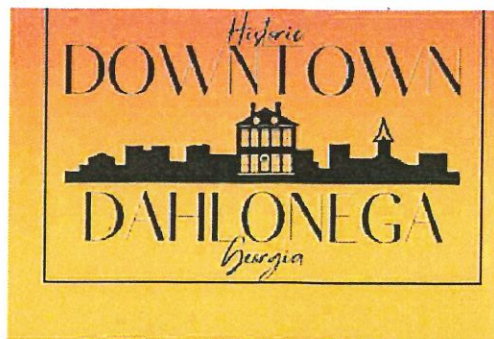
*First Time Applicant - Ariel Alexander*





and Main Street Program

# SMALL BUSINESS IMPROVEMENT GRANT



PROPOSED PROJECT FOR WHICH FUNDS WILL BE USED. USE ADDITIONAL PAGES IF NECESSARY.

These funds will be used for marketing/Advertising creating new facebook/Instagram etc. As well as promotional supplies. Also needed are exterior + interior painting/lighting/etc... Attached is receipt for store stickers used to advertise/ market to customers.

BREAKDOWN OF PROJECT COSTS ALONG WITH ATTACHED ESTIMATES OR QUOTES

Total Project Cost

1,500.00 ++



STAFF USE ONLY: ESTIMATES  
ATTACHED

OTHER DOCUMENTS TO ATTACH TO THIS APPLICATION



Occupational Tax  
Certificate



Public Benefit Affidavit



Private Employer E-Verify  
Affidavit



Occupancy License Application

I, (applicant name) Susan Garrick, agree that the above constitutes project or purchase proposed at this time and that any changes or additions will require additional information. My signature also certifies that I have read, understand, and agree to all of the grant program guidelines, regulations, and deadlines. I hereby submit the attached estimate for the proposed project and understand that this application is pending review by Dahlonega DDA. Work or purchases will not be done until I have received written grant approval from Dahlonega DDA. I further understand that the project must be completed within 6 months and that grant monies will not be paid until the project is complete.

Signature & Date

Susan Garrick 5-6-25

STAFF USE ONLY: DATE RECEIVED &  
STATUS 5/6/25

Recommend Approval - Ceriel Alexander

## Ariel Alexander

---

**From:** Susan Garrick [REDACTED]  
**Sent:** Wednesday, May 21, 2025 9:23 AM  
**To:** Ariel Alexander  
**Subject:** Fwd: I need a quote

NOTICE: The message below was generated outside of your organization. Please proceed with caution.

Hi Ariel

Attached is the quote information for each company to purchase store stickers

Do I need to print these out or can the email serve the purpose ?

I'm sorry I was confused.

Please let me know what I need to do next

----- Forwarded message -----

From: **Lucas Pena-Gonzalez** <[lucas@stickermule.com](mailto:lucas@stickermule.com)>  
Date: Wed, May 21, 2025 at 9:09 AM  
Subject: Re: I need a quote  
To: [REDACTED]

Thanks for the confirmation! Here's what pricing looks like per design:

4"x4" [Circle stickers](#) | 1 design × 1,000 each: \$446

4"x4" [Circle stickers](#) | 1 design × 2,500 each: \$887

4"x4" [Circle stickers](#) | 1 design × 7,500 each: \$2,249

4"x4" [Circle stickers](#) | 1 design × 10,000 each: \$2,966

4"x4" [Circle stickers](#) | 1 design × 15,000 each: \$4,391

Prices don't include tax. If applicable, taxes will be calculated at checkout.

Check out our quick order tool, too, if you'd like to see any updated sizes, styles, or quantities [here](#). 😊

Please let me know if you have any questions.

On Wed, May 21, 2025 at 12:44 PM <[REDACTED]> wrote:

Thanks for emailing me. So if you look on my previous orders you will see they are circle 4x4 and one says Grateful Days and the other says Dahlonga Rocks.

I need these exact same stickers on separate quotes with the quantities listed below.

Does that help?



On Wed, May 21, 2025 at 12:42 PM <[help@stickermule.com](mailto:help@stickermule.com)> wrote:

Hi Susan,

Thanks for reaching out.

In order to provide pricing, we'll need to know the size of each sticker, as well as the exact quantity per design/variation. 😊

Adrian

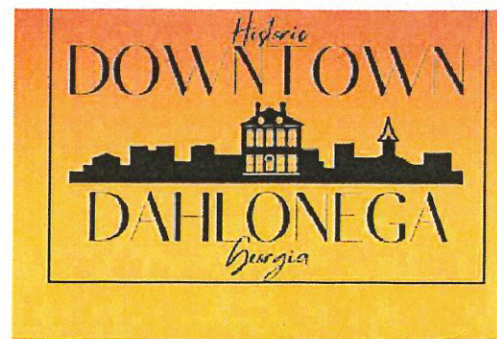
On Wed, May 21, 2025 at 12:38 PM <[REDACTED]> wrote:

Hi,

I need to get a quote for store stickers for Grateful Days and Dahlonga Rocks, the artwork is already on file showing quantities of 1000, 2500, 5000, 7500 and 10,000 and then 15,000.

Can you provide separate quotes for each of the stickers ?

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APPLICANT NAME

Todd Garrick

BUSINESS NAME

Dahlonega Rocks

EMAIL

[REDACTED]

PHONE

[REDACTED]

MAILING ADDRESS

[REDACTED]

STREET ADDRESS OF PROPERTY

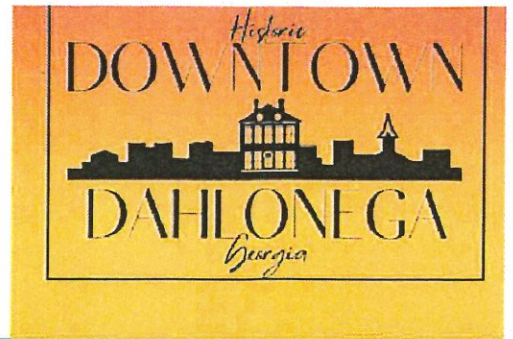
10. South Chestatee Street, Ste. E

STAFF USE ONLY: PRIOR GRANT SITE AWARD DATE AND AMOUNT

First Time Applicant - Brief Alexander



# SMALL BUSINESS IMPROVEMENT GRANT



PROPOSED PROJECT FOR WHICH FUNDS WILL BE USED. USE ADDITIONAL PAGES IF NECESSARY.

*This will be used for advertising + marketing.  
Attached is receipt used for store stickers given to  
market / advertise our business.*

BREAKDOWN OF PROJECT COSTS ALONG WITH ATTACHED ESTIMATES OR QUOTES

Total Project Cost

1,500++

☒ STAFF USE ONLY: ESTIMATES  
ATTACHED

OTHER DOCUMENTS TO ATTACH TO THIS APPLICATION

☒ Occupational Tax  
Certificate

☒ Public Benefit Affidavit

☒ Private Employer E-Verify  
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☒ Occupancy License Application

I, (applicant name) Todd Garrick, agree that the above constitutes project or purchase proposed at this time and that any changes or additions will require additional information. My signature also certifies that I have read, understand, and agree to all of the grant program guidelines, regulations, and deadlines. I hereby submit the attached estimate for the proposed project and understand that this application is pending review by Dahlonega DDA. Work or purchases will not be done until I have received written grant approval from Dahlonega DDA. I further understand that the project must be completed within 6 months and that grant monies will not be paid until the project is complete.

Signature & Date

[Signature] 5-6-25

STAFF USE ONLY: DATE RECEIVED

STATUS 5/6/25 - Recommend Approval  
Ariel Alexander

## Ariel Alexander

---

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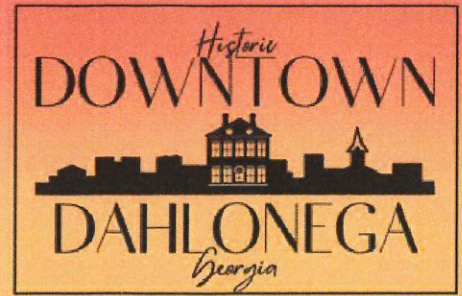
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Can you provide separate quotes for each of the stickers ?



# FACADE GRANT APPLICATION

☐

Business Owner

☒

Property Owner

If not the property owner, property owner  
signature below

Applicant Name

ROBERT "Rob" Steele

Business Name

Email

Phone

Mailing Address

Signature & Date

Street Address of Property

22 N. GROVE ST

STAFF USE ONLY: PRIOR GRANT SITE AWARD DATE AND AMOUNT

First-time applicant - Ariel Alexander

Describe clearly and in detail all work to be done. Use additional pages if necessary.

\* REPLACE ALL 3<sup>RD</sup> FLOOR WINDOW TRIM  
AND SOME OF THE FACIA BOARDS  
\* REPLACE ALL SECOND FLOOR WINDOWS  
AND TRIM  
REPLACE ALL NEEDED WINDOW TRIM 1<sup>ST</sup> FLOOR  
\* REPAINT ENTIRE BUILDING = SAME COLOR GREEN  
SAME COLOR BIEGE TRIM

Photographs of Existing Conditions

☒ APPLICANT INITIAL HERE: *I understand and acknowledge that photographs are herein submitted for grant review, presentations, and website use.*

Attach 5-10 photographs (prints – color 4x6s) or send high quality digital photographs (.jpeg, .tiff, .gif) to  
aalexander@dahlongegadda.org

AA

STAFF USE ONLY: PHOTOS RECEIVED

Historic Preservation Commission: Certificate of Appropriateness

STAFF USE ONLY: DATE OF APPROVAL

Rec. 5/29/25

☐ COA Approved

☐ COA Denied

☒ No COA Necessary

Certain alterations and projects will require Historic Preservation Committee approval. If you need a Certificate of Appropriateness (COA), the City's Community Development Department will be happy to assist you – (706) 482-2708.

Breakdown of Project Costs along with attached estimates from a licensed Contractor

Total Project Cost

\$ 27,205.82

No grant award can exceed 50% of the eligible project costs. Dependent upon the scope of work, your project may also be eligible for Federal and/or State tax incentive programs when rehabilitating downtown properties. Please ask us.

☐ STAFF USE ONLY: ESTIMATES ATTACHED

Other Documents to Attach to this Application

☒ N/A Occupational Tax Certificate

☒ Public Benefit Affidavit

☒ Private Employer E-Verify Affidavit

☒ N/A Zoning Requirements if Required

☒ N/A Copy of Building Permit if Required

☒ Occupancy License Application

I, (applicant name) Robert Steele, agree that the above constitutes the construction proposed at this time and that any changes or additions will require additional information. My signature also certifies that I have read, understand, and agree to all of the grant program guidelines, regulations, and deadlines. I hereby submit the attached estimate for the proposed project and understand that this application is pending review by Dahlonge DDA. Work will not begin until I have received written grant approval from Dahlonge DDA. I further understand that the project must be completed within 6 months and that grant monies will not be paid until the project is complete.

Signature & Date

STAFF USE ONLY: DATE RECEIVED & STATUS

R. Steele 5/29/25

Rec. 5/29/25 - Recommend Approval

- Page 25 -

# DDA and Main Street Façade Grant

Proposal for the total cost of the Project presented by Robert L Steele, owner of the building located at 22 N Grove Street, Dahlonaga, GA.

- Window Trim Cost for entire Project - \$976.04
- New Second Floor Windows - \$4338.38
- Labor for Second Floor Windows - \$500.00
- 45' Articulating Boom Lift Cost for Projects - \$3391.40
- Third Floor Windows Trim Labor - \$4000.00
- Power Wash, Caulking & Paint - \$14,000.00

Total Cost for projects - \$27,205.82

# Strickland Construction, Inc.

1808 US 19 N

Dahlonega, GA 30533

May 27, 2025

3<sup>RD</sup> FLOOR

RE: Estimate Labor Repairs on Exterior

22 Grove St. North Dahlonega, GA 30533

Labor Only Includes Tools, Truck & Men(2). Estimated at 10 days to complete upper window(s) trim replacement.

Total \$4,000.00

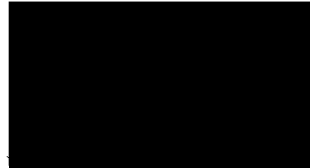
Thank You,  
Christy Strickland  
(404) 372-6074



# INVOICE

Robert Steele – Property  
Owner/Installation

5/26/2025



ZND FLOOR

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Single-hung replacement windows	15	321.36	4338.38
Trim for the exterior windows			515.58
			0.00
			0.00
			0.00
Labor cost is approximate.			500.00

Remarks / Payment Instructions:



SUBTOTAL 5353.96

DISCOUNT 0.00

TAX RATE 0.00%

TOTAL TAX 0.00

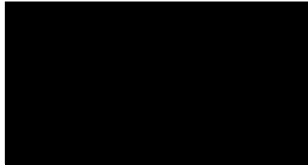
TOTAL 5353.96



# INVOICE

Robert Steele – Property Owner

5/26/2025



DESCRIPTION	QTY	UNIT PRICE	TOTAL
3 <sup>rd</sup> Floor window trim			460.46
			0.00
			0.00
			0.00
			0.00
Labor cost is approximate.			

Remarks / Payment Instructions



SUBTOTAL	460.46
DISCOUNT	0.00
TAX RATE	0.00%
TOTAL TAX	0.00
TOTAL	460.46



1360 Union Hill Rd. Ste 1E  
Alpharetta, Ga. 30004  
Phone 770-346-0203  
Fax 770-346-0204

## Estimate

Date	Estimate #
5/7/2025	33403

### Name / Address

Rob Steele  
22 Grove St. North  
Dahlonega, GA 30533  
[REDACTED]

		Project		
Item	Description	Qty	Cost	Total
EXTERIOR	Pressure wash all exterior painted surfaces in order to remove dirt and mildew to maximize paint adhesion.		14,000.00	14,000.00
PAYMENT	Prep, prime and caulk for exterior surfaces, stucco and CMU troweled and PVC trim at fascia and soffit. We use quality paint and materials from Sherwin Williams, Behr, and PPG. Included is all labor and materials.  Payment in full is due upon completion of job. We gladly accept cash, checks, IPN, Visa, Mastercard, Discover, and American Express as forms of payment. This estimate is based on a cash, check, or online payment.  Payment by credit card will incur a 3% convenience fee. Intuit online payment is free of charge.  Erich Protis Project Manager 404-391-4360		0.00	0.00
		<b>Total</b>		\$14,000.00

Payment due upon completion

Signature \_\_\_\_\_



## STEVEN ETHERIDGE

45' Articulating Boom Lift w/ Jib - 4WD  
33-892

\$2,540.00

Safety Harness

\$0.00

Delivery &amp; pickup fee

\$300.00

Damage protection

\$381.00

Taxes See all

\$170.40

Estimated total - Due Now

\$3,391.40

Cancel Contract

Continue to Payment

Feedback

