



City of Guyton, Georgia
**DOWNTOWN DEVELOPMENT
AUTHORITY (DDA) MEETING**

July 16, 2025 | 10 A.M.

**Guyton City Hall
310 Central Boulevard
Guyton, GA 31312**

AGENDA

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Consideration to Approve Agenda
4. Consideration to Approve the Minutes
 - ❖ 06/18/2025 DDA Meeting
5. Financial Report
6. Old Business
 - a) Review of updated pricing and quantity of the downtown planters
7. New Business
 - a) Review of completed façade grant proposed work
8. Consideration to move from the Regular Meeting to an Executive Session regarding personnel
9. Consideration to take any action needed arising from Executive Session
10. Consideration to Adjourn

DDA

7/15/2025

INCOME

FY '25 General Fund	\$	25,000.00
Total Income	\$	25,000.00

EXPENSES

BUDGET SUMMARY

*Façade Grants (10/\$1,000.00)	\$	10,000.00	
GDC Registration	\$	2,460.00	
Façade Reombursement	\$	1,000.00	MM RE Holdings
Mileage Reimbursement	\$	156.80	Travel for Meeting
GDC Travel & Lodging	\$	974.43	
Foodie Friday Bouncy House	\$	319.95	
Foodie Friday DJ	\$	270.00	
Foodie Friday Kona Ice	\$	80.00	
Foodie Friday Porta Potty	\$	307.80	
Armstrong House Reimbursement	\$	881.77	
Total Expenses	\$	16,450.75	

TOTAL REMAINING

\$ 8,549.25

*Funds yet to be expended

From: [morganthebeautybox](#)
To: [Downtown Development Authority](#)
Subject: Facade finale report for the beauty box salon
Date: Wednesday, July 9, 2025 6:49:09 PM

The interior and exterior work were completed together with the same painting company. I am only submitting to exterior portion to be considered. Which includes prepping, cleaning, window scrapping, and painting. Included in this exterior portion is two exterior window doors and trim (including the windows above the front door) and 4 exterior windows and sills/trim. Our budget for the exterior was \$2000, and we shopped around until we found the best price. The project has been completed and we have submitted all required documents and pictures. We appreciate the consideration and for the help in making guyton beautiful!

The Beauty Box Salon

-Morgan Stephens/Owner

Sent via the Samsung Galaxy S24 Ultra, an AT&T 5G smartphone

ESTIMATE

Spice Appearance
United States

9126612559

BILL TO
Morgan Stephens
Morgan Stephens

9126612559
Morganthebeautybox@gmail.com

Estimate Number: 23
Estimate Date: December 14, 2024
Valid Until: January 13, 2025
Estimate Total (USD): \$3,175.00

Items	Quantity	Price	Amount
Salon upgrade Scrape, prep and paint exterior window seals and doors. 1565.00 Paint interior walls 1610.00 1000.00 deposit 1000.00 due halfway 1175.00 due at completion	1	\$3,175.00	\$3,175.00
Total:			\$3,175.00
Estimate Total (USD):			\$3,175.00

[Print](#)[Back to Invoice 81](#)

Payment Receipt

Invoice #81

for Morgan Stephens
paid on Jan 4, 2025

Spice Appearance


United States

9126612559

Payment Amount: **\$3,175.00 USD**

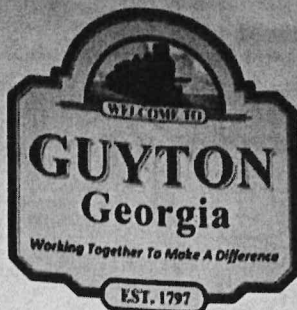
PAYMENT METHOD: CHECK



Powered by  wave

Thanks for your business. If this invoice was sent in error, please contact spiceappearance@gmail.com





Downtown Development Authority
Façade Grant Application

The Downtown Development Authority of Guyton, Georgia Façade Grant Program is structured as a matching grant program where business and property owners may be awarded up to \$1,000 for eligible projects. The purpose of this program is to stimulate downtown revitalization, redevelopment, and economic development in the City of Guyton. Program funds are an incentive for current owners and potential buyers of vacant and occupied buildings to restore, renovate, and repair the exteriors of their building. Commercial and local business owners willing to renovate and/or improve the street front exteriors of their structures, exterior painting, signage, structure stabilization, awnings, canopies, exterior walls, gutters, downspouts, exterior doors, window repairs, decorative exterior, architectural features, landscaping, and pavement improvements are eligible to apply for the Façade Grant.

The Façade Grant Program provides for a one-time maximum funding of \$1,000 per location. Awards require a match of at least 50% of the total project cost. This requires the applicant to provide a minimum dollar-per-dollar investment. As an example, if the total improvements cost \$1,500, the maximum award amount from the Downtown Development Authority would be \$750, and the applicant is responsible for the other \$750. Likewise, if the total improvements cost \$3,000, the maximum award amount from the Downtown Development Authority would be \$1,000, and the applicant is responsible for the other \$2,000.

Please note that the property being renovated and/or improved must be located within the Downtown Overlay District as defined in Section 617 of the City of Guyton Zoning Ordinance to be eligible for the Façade Grant. Grants will only be awarded to projects that are approved by the Downtown Development Authority of Guyton, Georgia prior to work commencing. A Façade Grant Agreement must be executed prior to construction or installation of the proposed renovations and/or improvements. Applications will be reviewed on a first-come, first-served basis, and applications missing any required documentation shall be deemed incomplete until all required information is received.

Date: 3/5/25

Name of Property Owner: Marshall Reiser

Applicant Name: Morgan Stephens

Applicant Phone Number: 315 276 8754

Address of Property: 200 Central Blvd. Guyton GA 31329

Estimated Total Cost of Project: \$3,175.⁰⁰

Description of Project: Painting exterior doors (Both sides) + trim
Painting window trim (Both sides)

Proposed Project Start Date: 4/15/2025

Anticipated Project Completion Date: 4/20/2025

Application Checklist

- ☒ Confirm the Property is located within the Downtown Overlay District.
- ☒ Complete the Façade Grant Application.
- ☒ Submit at least 5 photographs of the current condition(s) of the Property related to the proposed renovations and/or improvements.
- ☐ Submit a copy of Applicant's W-9.
- ☒ Submit a copy of deed or property tax record for the Property demonstrating current ownership. If the applicant is the lessee of the property, a current lease indicating the lessee has the authority to make façade changes to the property.

Statement of Understanding

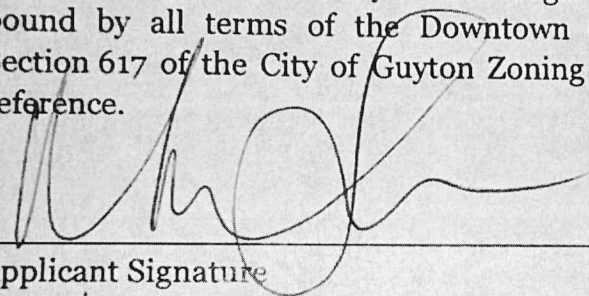
1. The Applicant agrees to comply with the guidelines and procedures of the Downtown Development Authority of Guyton, Georgia Façade Grant Program and the other requirements outlined specified and agreed all approved.
2. The Applicant understands that he/she must submit detailed cost documentation, copies of building/sign permits, bids, contracts, and invoices upon request.

3. The Applicant acknowledges that no representations have been made by the City of Guyton or the Downtown Development Authority of Guyton, Georgia regarding whether this application will be approved.

4. The Applicant agrees to defend, indemnify, and hold harmless the City of Guyton and the Downtown Development Authority of Guyton, Georgia for any claims, liabilities, losses, damages, costs, and expenses (including attorneys' fees) arising out of or resulting from Applicant's application, the project, and/or issuance of the grant.

5. The Applicant agrees to observe all applicable federal, state, and local laws pertaining to the use of grant funds.

6. The Applicant hereby acknowledges receipt of, and agrees to fully abide by, and be bound by all terms of the Downtown Overlay District Ordinance as provided in Section 617 of the City of Guyton Zoning Ordinance, which is incorporated herein by reference.



Applicant Signature

3/5/25

Date