



Downtown Development Authority
MINUTES
Thursday Nonmember 10, 2022
8:00 AM
City Hall

CALL TO ORDER

Meeting was called to order at 8:03 am.

ROLL CALL

PRESENT

Chairman Lisa Anderson
Vice Chair Meredith
Malcom Board Member
Whit Holder Board Member
Ross Bradley Board Member
Chris Collin Board Member

ABSENT

City Council Rep Lee Malcom
Secretary Andrea Gray
Board Member Wesley Sisk

City Council Rep Myosha
Crawford

CITY STAFF

Logan Propes
Leigh Ann Walker
Les Russell
Chris Bailey
Sara Shropshire

PUBLIC

Erica Cooper
Jared Campbell

APPROVAL OF PREVIOUS MEETING MINUTES

Motion made by Board Member Ross Bradley, Seconded by Board Member Whit holder. Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member , Board Member Collin, City Council Representative Myosha Crawford.

APPROVAL OF FINANCIAL STATEMENTS.

DDA August Financials Approved - Motion made by Vice Chair Malcom, Seconded by Board Member Whit Holder. Voting Yea: Chairman Anderson, City Council Representative Myosha Crawford, Board Member Bradley, Board Member Collin.

PUBLIC FORUM Erica Cooper

New Business- review leases from 227 S Broad Street. City attorney Jared Campbell updated the board on the current status of the action taken against Empire Tax for non payment of rent. He stated notices were mailed on the 20th of September with a 60 day notice and a 90 day rent increase notice. There had been no correspondence from Empire Tax within the time frame allowed and it was the boards discretion as to whether to accept payment from the tenant or proceed with the dispossession action. Chairman Anderson stated Ms. Cooper from Empire Tax had visited her place of business and asked her payment be accepted and the lease be renewed. A motion was made to accept the payment from Empire Tax by board member Ross Bradley, seconded by vice chair Malcom. Voting Yea was Board Chair Anderson, Board member Holder, Board Member Collin, and City Council Representative Myosha Crawford.

Jared Campbell presented drafts for other tenants rent increase. Downeast Builder will increase to \$1500, Stuver Studios will increase to \$1000 and Empire Tax will increase to \$300. A 90 day notice will be sent to tenants. Empire Tax lease will be updated January 1, 2023 and Downeast & Stuever Studio Leases will be updated February 1, 2023. A motion to approve the increase of tenant rent Downeast Builders to \$1500, Stuever Studios to \$1000 and Empire Tax to \$300 was made by Board member Collin, seconded by Board member Holder. Voting Yea: Chairman Anderson, Vice Chair Malcom, Board member Ross Bradley, City Council Representative Myosha Crawford. The lease by the Monroe Museum will also be reviewed and updated to increase the term from 1 year to 3 years. That lease will be presented at the next board meeting.

CITY UPDATE - City Administrator stated the lost negotiations with the county continue with a deadline of Dec 30th. The town green work continues with more unexpected expense. A grant has been applied for from the Walton Health foundation. Traffic calming on Midland Ave project is underway. He and staff Sara Shropshire are pursuing companies for a parking study. The council budget retreat will be November 18th. The DDA board will present concerns discussed during the DDA retreat. Staff will prepare a power point addressing concerns in parking, noise and public safety.

COUNTY UPDATE None.

COMMUNITY WORK PLAN &REPORTS

Downtown Design – the planters have been installed.

Redevelopment Projects will be discussed in executive session

Entertainment Draws staff member Aldridge gave a report on Light Up the Night. 5,700 people tracked through placers in downtown that evening. Aldridge also discussed options for carriage rides and other entertainment for the other candlelight shopping nights. It was reported carriage rides will only be 2 hours and will cost \$2100. The board discussed reservations should be made for these at the cost of \$10 per person. Aldridge will explore other entertainment options.

PROGRAMS

Farmers Market – Staff member Aldridge reported the Farm to Table Dinner is was a great success with the silent auction raising \$3,715 and sponsorships totaling \$4800. She stated she would have a full report at the next meeting and would like to discuss adding another position to the market and increasing market managers pay. The board stated they had heard good comments regarding the event. The suggestion was made to have a plated meal and have volunteers serve.

FUNDING

SPONSORSHIP- no updates to the 2022 sponsorship. Staff member Aldridge will order ornaments with the new city logo for sponsors from the Armory for the year end gift.

FAÇADE GRANT

Three grants were submitted for approval. Nedza's, Strange Taco and Chris Collin. After review, the board requested that the applications be resubmitted due to incorrect/incomplete application information. Staff member Aldridge will reach out to these businesses to request new applications be submitted.

COMMUNITY EVENTS GRANTS

None

ANNOUNCEMENTS

Next meeting will be held December 8th at 8:00 am, Monroe City Hall

A motion was made by board member Ross Bradley and seconded by Board member Whit Holder to move into executive session. Voting Yea: Chairman Anderson, Vice Chair Malcom, Board member Collin, City Council Representative Myosha Crawford.

ADJOURN

The meeting was adjourned at 9:00 am. Motion was made by Board Member Ross Bradley, second by Vice Chair Malcom.