

**CITY OF MONROE**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**MARCH 13, 2025 – 8:00 A.M.**

The Downtown Development Authority met for their regular meeting.

Those Present:	Lisa Reynolds Anderson	Chairwoman
	Meredith Malcom	Vice-Chairwoman
	Chris Collin	Board Member
	Whit Holder	Board Member
	Clayton Mathias	Board Member
Those Absent:	Andrea Gray	Secretary
	Brittany Palazzo	Board Member
	Lee Malcom	City Council Representative

Staff Present: Logan Propes, Chris Bailey, Beth Thompson, Sandra Daniels, Laura Beth Caudell, Brian Wilson, Kaitlyn Stubbs

Visitors: None

**I. CALL TO ORDER – 8:07am**

**1. Roll Call**

Chairwoman Anderson noted that all Committee Members were present, except Board Members Brittany Palazzo and Andrea Gray. City Council Representative Lee Malcom was also absent. There was a quorum.

**2. Approval of Previous Meeting Minutes**

**a. January 9, 2025 Minutes**

To approve the minutes as presented.

*Motion by Holder, seconded by Collin.  
Passed Unanimously*

**b. February 13, 2025 Minutes**

To approve the minutes as presented.

*Motion by Malcom, seconded by Collin.  
Passed Unanimously*

**3. Approval of Financial Statements**

**a. January Financials**

To approve the January 2025 Financials.

*Motion by Malcom, seconded by Collin.  
Passed Unanimously*

#### **4. Amending Agenda**

Add as item 4. – Need to Adjourn to Executive Session and Item 1. Real Estate Issues.

*Motion by Holder, seconded by Mathias.  
Passed Unanimously*

#### **Adjourn to Executive Session**

*Motion by Anderson, seconded by Holder.  
Passed Unanimously*

#### **Return to Regular Session**

### **II. PUBLIC FORUM**

There were no public comments.

### **III. CITY UPDATE**

City Administrator mentioned the new signs and sculptures are up and around town. They will be featured in an article in the Tribune as well as being promoted during a social media campaign that is set to start next week.

Mr. Bailey shared that they will continue to make updates in Old City Hall. They are almost complete with all exterior and interior projects.

Alcohol sales passed, but it does not affect DDA as there are no parcels within the DDA Boundary that meet the zoning requirements for the package store.

### **IV. COUNTY UPDATE**

There was no update from the County. Mr. Propes did share there might be an issue with the Midland Parking lot and asked DDA to keep their ears open if they hear anything.

### **V. ECONOMIC DEVELOPMENT UPDATE**

Mr. Brian Wilson discussed that the hotel RFQ has been extended to May 15<sup>th</sup>. There are two parties currently interested and have submitted. There were 7 new business licenses and 12 jobs added but none were within the DDA boundary. We have a few businesses that will soon be opening their doors to Monroe.

### **VI. COMMUNITY WORK PLAN & REPORTS**

#### **1. Downtown Design**

Mrs. Daniels shared that we have a new boutique, Rustic Rack. They have started a business spotlight where they will be featuring a business of the month. This will take place on the 10<sup>th</sup> of every month. They will also be spotlighting sponsors on the 11<sup>th</sup> of each month.

#### **2. Redevelopment Projects**

Mr. Collin mentioned he would like the DDA to consider taking on the shopping center across from the Library as their new redevelopment project.

### **3. Entertainment Draws**

Mrs. Daniels shared that the car show had been postponed until the 22<sup>nd</sup> of March. There will no longer be a cruiser marker, and we will have fewer vendors.

## **VII. PROGRAMS**

### **1. Farmers Market**

The opening day for the Spring Market will be April 5<sup>th</sup>. Audrey is managing the market very well. The market guidelines are becoming stricter. There will be a new program that starts this spring called Veg-ucation. Once a month there will be an artisan market which will highlight more of the local artist. New Roots has come on board as the music sponsor of the year, so we have entertainment at the markets each week.

## **VIII. FUNDING**

### **1. Sponsorship**

Mrs. Daniels shared that we added CarboTech as a new sponsor this past week. They want to be a classic sponsor for all events.

### **2. Community Event Grants**

There were no community event grants.

## **IX. NEW BUSINESS**

The Stakeholder reception was postponed and tentative scheduled for April 4, 2025. The Roe is interested in catering the event. DDA would like for the caterer to be someone who is a sponsor.

## **X. ANNOUNCEMENTS**

### **1. Next Meeting – April 10, 2025 at 8:00 at City Hall**

## **XI. ADJOURN- 9:07**

*Motion by Mathias, seconded Collin.  
Passed Unanimously*