



Downtown Development Authority

MINUTES

Monday October 17, 2022

8:00 AM

City Hall - 140 E Washington St

CALL TO ORDER

Meeting was called to order at 8:09 am.

ROLL CALL

PRESENT

Chairman Lisa Anderson

Vice Chair Meredith Malcom

Secretary Andrea Gray

Board Member Whit Holder

Board Member Wesley Sisk

Board Member Ross Bradley

Board Member Chris Collin

ABSENT

City Council Rep Myosha Crawford

City Council Rep Lee Malcom

CITY STAFF

Logan Propes

Leigh Ann Walker

Les Russell

Chris Bailey

Katie Butler

Sara Shropshire

Sara Shropshire

APPROVAL OF PREVIOUS MEETING MINUTES

DDA September Minutes approved with amendment. Vice Chair Malcom noted the minutes did not reflect discussion regarding tenant rent at the Visitors Center Property. Amendment will be as follows:

During the approval of financials Chairman Anderson and Vice Chair Malcom questioned rental income at 227 S Broad Street. They asked for rental agreements and prices to be reviewed at the board retreat. Staff member Aldridge stated Empire Tax was delinquent since March of 2022. Board requested action be taken by city attorney to have tenant become current on rent.

Motion made by Secretary Gray, Seconded by Board Member Ross Bradley. Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member Sisk, Board Member Collin.

APPROVAL OF FINANCIAL STATEMENTS.

DDA August Financials Approved - Motion made by Board Member Wesley Sisk, Seconded by Board Member Whit Holder. Voting Yea: Chairman Anderson, Secretary Gray, Vice Chair Malcom, Board Member Bradley, Board Member Collin.

PUBLIC FORUM Chad Draper

CITY UPDATE

City Administrator Logan Propes and Chad Draper presented challenges faced with the Milner Aycock property. Chad asked for an extension and flexibility in presenting a contract. A motion to allow an extension deadline for the contract submission to November 9th, 2022 was made by board member Sisk and seconded by Board member Collin. Voting Yea: Chairman Anderson, Secretary Gray, Vice Chair Malcom, Board Member Bradley, Board Member Holder

COUNTY UPDATE None.

COMMUNITY WORK PLAN &REPORTS

Downtown Design – the planters will be installed this month. Banners are up on Broad Street. Still waiting for install on Spring Street and N Broad. The pocket park maintenance will continue to year end. The Board will discuss whether to renew this contract next year at the next meeting.

Redevelopment Projects

Chairman Anderson updated the board that a contract extension would be needed on the Arnold property Wayne Street due to title issues. A motion to extend the contract on the Arnold property to April 30th, 2023 was made by Board member Whit Holder and seconded by Board member Ross Bradley. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board member Collin and Bord member Sisk. The Synovus loan expires on October 29th. The board will review the loan and decide on an extension at the next meeting.

The Arnold property at the corner of Spring and Wayne was also discussed. Chainman Anderson ad Vice chair Malcom stated they had been in contact with the city attorneys and had gotten a contact handling the quiet title process. Secretary Gray stated she would follow up with the attorney to get an update and see what could be done to speed up the process.

Entertainment Draws staff member Aldridge gave a report on Fall fest, stating it was the best run event to date. Over 150 vendors and 19,800 in attendance. Everyone felt like crowds were larger than last year and felt lack of cell service was the cause of lower data in numbers. Holiday events are fast approaching with light up the night, candlelight shopping and the Christmas Parade.

PROGRAMS

Farmers Market – Staff member Aldridge reported that the market ended on October 8th with one of the most successful seasons to date. Manager Audrey Fuller has done an excellent job and the market continues to grow. The Farm to Table Dinner is November 6th. The event sold out in 3 hours.

FUNDING

SPONSORSHIP- no updates to the 2022 sponsorship. A thank gift for 2023 was discussed. Staff member Aldridge will research ornament prices

FAÇADE GRANTS

None

COMMUNITY EVENTS GRANTS

None

NEW BUSINESS

Chris Collin stated Strange Taco was open and hired 35 employees. Cottontails Children's Boutique is now open.

A lease was signed on the basement space (B1A) at 227 S Broad Street by Wellington Home Professionals on October 13th.

Vice Chair Malcom reported city attorneys had been contacted regarding Empire Tax and their delinquent rent at 227 S Broad Street. A letter of a 60 day notice of non payment of rent was mailed by the city attorney to Empire Tax on September 28, 2022. The letter requested payment of arrearage of \$1350 and October rent of \$225 for a total payment of \$1575 no later than October 15, 2022. At time of meeting, there was no correspondence from Empire Tax nor a payment made. Board agreed to allow until Tuesday October 18th ensure no payment was received by mail to city hall. If no payment is received, the board agrees that the city attorneys will be notified to proceed with dispossessory action. The board will review all leases during the retreat and will have updated lease agreements for all tenants at the November meeting.

ANNOUNCEMENTS

Next meeting will be held November 10th at 8:00 am, Monroe City Hall

ADJOURN

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