

**CITY OF MONROE**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**DECEMBER 14, 2023 – 8:00 A.M.**

The Downtown Development Authority met for their regular meeting.

Those Present:	Lisa Reynolds Anderson	Chairman
	Andrea Gray	Secretary
	Whit Holder	Board Member
	Brittany Palazzo	Board Member
	Chris Collin	Board Member
	Clayton Mathias	Board Member
	Myoshia Crawford	City Council Representative
	Lee Malcom	City Council Representative

Those Absent:	Meredith Malcom	Vice-Chairman
---------------	-----------------	---------------

Staff Present:	Leigh Ann Aldridge, Logan Propes, Beth Thompson, Beverly Harrison, Chris Bailey, Kaitlyn Stubbs, Dwayne Day
----------------	---

Visitors:	Julie Treadwell
-----------	-----------------

**I. CALL TO ORDER**

**1. Roll Call**

Chairman Anderson noted that all Committee Members were present, except Vice-Chairman Meredith Malcom was absent. There was a quorum.

**2. Approval of Previous Meeting Minutes**

**a. November 9, 2023 Minutes**

To approve the minutes as presented.

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

**3. Approval of Financial Statements**

**a. October Financials**

To approve the October 2023 Financials.

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

**b. 2024 DDA & Mainstreet Budgets**

Committee Member Chris Collin requested for Beth to spend about thirty minutes at the next retreat to educate the Committee on how to better read the Financial Reports.

Finance Director Beth Thompson stated that she and Logan met with Lisa to clarify some of the confusion on which expenses should come from which accounts.

City Administrator Logan Propes discussed the possibility of having a separate mini retreat after the February accruals get done.

Chairman Anderson suggested having the meeting in early March.

The Committee, Ms. Thomspen, and Mr. Propes discussed the budgets.

To approve the DDA and Mainstreet Budgets.

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

**II. PUBLIC FORUM**

There were no public comments.

**III. CITY UPDATE**

City Administrator Logan Propes stated everyone on social media is loving what the City is doing on South Madison Avenue; leases will run out in February. The property will be used for additional parking. There is nothing concrete for the Davis Street property right now.

Chairman Anderson stated it is a great step toward cleaning up that area.

The Committee and Mr. Propes discussed the Rails to Trails Project.

Mr. Propes explained the estate has not been settled yet. He stated the Town Green is technically complete, and there will be a grand opening soon.

The Committee, Mr. Propes, Mr. Bailey, and Ms. Aldridge discussed the Bikes, Trikes, & Magical Lights Parade and the Christmas Parade.

**IV. COUNTY UPDATE**

There was no update from the County.

**V. COMMUNITY WORK PLAN & REPORTS**

**1. Downtown Design**

Committee Member Brittany Palazzo explained that Julie Treadwell reached out about doing some sidewalk design projects.

Ms. Julie Treadwell discussed the possible project. She stated it could be something like the turtles, but more playful.

Committee Member Whit Holder stated the Committee would need a rendering of what is to be done to sign off on it.

The Committee, Mr. Propes, Mr. Bailey, and Ms. Treadwell discussed easements and technicalities.

Ms. Palazzo requested for Mr. Bailey to get her a list of property owners that she could speak to about the sidewalks.

## **2. Redevelopment Projects**

There were no redevelopment projects.

## **3. Entertainment Draws**

Ms. Leigh Ann Aldridge stated the Candlelight Shopping is finishing up, and the last carriage rides are tonight. The Grinch will be in the pocket park tonight, and Santa will be in the pocket park next week.

# **VI. PROGRAMS**

## **1. Farmers Market**

Ms. Leigh Ann Aldridge stated the market ended in November.

Chairman Anderson stated she has not been able to reach Audry Fuller. She hopes that Ms. Fuller will stay; she did everything the Committee asked her to do.

# **VII. FUNDING**

## **1. Sponsorship**

Ms. Leigh Ann Aldridge stated the online sponsorship commitments have been good so far, with most of them increasing from last year. The email address has been changed on the brochure.

After discussions, the Committee decided that Ms. Aldridge should send out an email to the current sponsors and send the brochures out by the end of the year.

Chairman Anderson wished Ms. Aldridge good luck and thanked her for all of her hard work over the years. She also thanked the City and City Council.

The Committee and Ms. Aldridge discussed sponsorship gifts, dates, and helping with the brochure mail out.

The Committee and Mr. Bailey discussed possible options for someone to get community service hours.

## **2. Façade Grants**

### **a. AGN Monroe Properties – Todd Rice**

To approve the grant request for AGN Monroe Properties.

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

### **3. Community Event Grants**

There were no community event grants.

## **VIII. NEW BUSINESS**

Ms. Leigh Ann Alderidge discussed a possible upcoming Façade Grant Application.

To extend the Façade Grants until the end of January for approval in February.

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

Ms. Leigh Ann Alderidge stated that Clayton Mathias and Andrea Gray were both reappointed at the Council Meeting Tuesday night. She explained the Brittany and Clayton will both need to take some training classes, but some of them can be done online.

Finance Director Beth Thompson explained that she will need to know when the training is done, so that it can be reported to DCA.

## **IX. ANNOUNCEMENTS**

**1. Next Meeting – January 11, 2024 at 8:00 at City Hall**

## **X. ADJOURN**

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