

CITY OF MONROE
DOWNTOWN DEVELOPMENT AUTHORITY
SEPTEMBER 12, 2024 – 8:00 A.M.

The Downtown Development Authority met for their regular meeting.

Those Present:	Lisa Reynolds Anderson	Chairman
	Meredith Malcom	Vice-Chairman
	Andrea Gray	Secretary
	Whit Holder	Board Member
	Clayton Mathias	Board Member
Those Absent:	Brittany Palazzo	Board Member
	Chris Collin	Board Member
	Lee Malcom	City Council Representative
Staff Present:	Chris Bailey, Beth Thompson, Beverly Harrison, Laura Beth Caudell, Brian Wilson, Mark Harrison, Les Russell, Audrey Fuller	
Visitors:	John Hawkins	

I. CALL TO ORDER

1. Roll Call

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

2. Approval of Previous Meeting Minutes

a. July 11, 2024 Minutes

To approve the minutes as presented.

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

b. August 12, 2024 Minutes

To approve the minutes as presented.

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

3. Approval of Financial Statements

a. June Financials

To approve the June 2024 Financials.

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

b. July Financials

To approve the July 2024 Financials.

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

II. PUBLIC FORUM

There were no public comments.

III. CITY UPDATE

Assistant City Administrator Chris Bailey discussed the old Police Department parking lot being worked on at the same time as the Wayne Street parking lot expansion. The streetscape element for the project is starting, along with the incorporation of a dumpster coral.

IV. COUNTY UPDATE

There was no update from the County.

V. ECONOMIC DEVELOPMENT UPDATE

Mr. Brian Wilson discussed the Downtown Hotel Feasibility Study; the final study is being compiled and is expected in late October. He discussed the T-Mobile Hometown Grant and the City of Monroe not receiving the grant.

VI. COMMUNITY WORK PLAN & REPORTS

1. Downtown Design

The old City Hall building should be done within the next few weeks, and the monument sign is in progress.

2. Redevelopment Projects

There were no redevelopment projects.

3. Entertainment Draws

Mr. Chris Bailey discussed the number of attendees for the first season at the Town Green, the Theater on the Green, and Fall Fest.

Chairman Anderson gave an update of the events for November and December. Fall Fest has about 250 applications and will be extended from Midland Avenue to Washington Street.

VII. PROGRAMS

1. Farmers Market

Ms. Audrey Fuller gave an update. She discussed the Communities for Agriculture boxes in detail.

The Committee, Mr. Bailey, and Ms. Fuller discussed the workload that will be involved with the boxes. The consensus was that Ms. Fuller will let the Committee and Mr. Bailey know if the work becomes too much for her.

Mr. Bailey will get Ms. Fuller some volunteer help from City staff.

VIII. FUNDING

1. Sponsorship

Ms. Laura Beth Caudell discussed getting Christmas sponsorships from the local businesses. The Sponsorship Cards will be loaded onto the website next week. She discussed Save the Date Flyers for the Car Show.

2. Community Event Grants

There were no community event grants.

IX. NEW BUSINESS

There was no new business.

X. ANNOUNCEMENTS

1. Next Meeting – October 10, 2024 at 8:00 at City Hall

XI. ADJOURN

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