



Downtown Development Authority

MINUTES

Thursday, February 11, 2021

8:00 AM

City Hall - 215 N. Broad Street - Join Zoom Meeting

<https://us02web.zoom.us/j/83217262394>

CALL TO ORDER

Meeting was called to order at 8:05 am.

ROLL CALL

PRESENT

Chairman Lisa Anderson
Vice Chair Meredith Malcom
Secretary Andrea Gray
Board Member Whit Holder
Board Member Wesley Sisk
Board Member Charles Sanders
City Council Representative Ross Bradley
Board Member Chris Collin

CITY STAFF

Logan Propes
Sadie Krawczyk
Leigh Ann Walker
Les Russell

Mayor John Howard

APPROVAL OF PREVIOUS MEETING MINUTES

. DDA January Minutes

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

City Council Representative Bradley was not present for this vote.

APPROVAL OF FINANCIAL STATEMENTS

. DDA December Financials

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

City Council Representative Bradley was not present for this vote.

PUBLIC FORUM

None.

CITY UPDATE

Planning retreat with City Council took place last month, lots of work ahead for us as we make edits to zoning ordinances and clarify zoning/permitting processes for the public over the next year; the city has been asked to submit a full application for the downtown green \$500,000 grant.

COUNTY UPDATE

None.

COMMUNITY WORK PLAN &REPORTS

Existing Environment - alleyway update (W. Spring & Wayne)

cost estimates are coming back for the needed work on the Highland parking lot; these will require the city to update the lease agreement with Murray Properties on the parcel.

Infill Development -

Bold Springs school renovation is close to completion of the first phase, Grace is targeting a grand opening to the public on 4/18/21. 2 new businesses will be part of this first phase - a coffeeshop and a preschool.

Entertainment Draws -

2021 Event calendar coming together; Major Humphrey's Brewing Co. has submitted GCF RLF application and are ready to begin construction in spring of this year.

PROGRAMS

Events - 2021 Calendar

Car Show set for 3/13/21; no Book Festival the year; no Food Truck Friday events or Movies at the Mill events; all other events are being planned as usual; Concert line-up has been set for 4 summer series concerts. For Farm to Table the planning committee is planning to find a fall date for the event.

Downtown Design

No update.

Farmers Market - registration open for 2021 season

Online vendor registration is open for the 2021 season, which will run from May 8 through Oct. 30.

FUNDING

SPONSORSHIP

2021 invoices were sent this week. The board recommended we pursue a larger series sponsorship for the concerts. Staff will redesign sponsorship packet to reflect this change.

FACADE GRANTS - None.

COMMUNITY EVENT GRANTS - None.

NEW BUSINESS

Adjourn to Executive Session

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

Real Estate matters were discussed.

Adjourn Executive Session

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

Actions Items

- The board approved a contract to purchase 112, 114, & 118 S. Wayne Street for \$150,000.00 with a closing date of 4/30/2021. Motion made by Secretary Gray, Seconded by Board Member Sisk. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

- The board approved a contract to purchase 109 S. Jackson Street for \$92,500.00 with a closing date of 3/1/21. Motion made by Board Member Sanders, Seconded by Board Member Sisk. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

- The board authorized the Chairman to pursue and finalize financing for these real estate transactions based on the best terms available. Motion made by Secretary Gray, Seconded by Board Member Sanders. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

- The board authorized the Chairman to order updated surveys for 112, 114, & 118 S. Wayne Street and 109 S. Jackson. Motion made by Secretary Gray, Seconded by Board Member Holder. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

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ANNOUNCEMENTS:

March 1st - Annual Downtown Reception, 6:00 pm at the Factory at Walton Mill

March 10th - GEMS Virtual Presentation

Next meeting scheduled, March 11th, at 8:00 am at Monroe City Hall

ADJOURN

Motion made by Vice Chair Malcom, Seconded by Board Member Sisk.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin