



## **Downtown Development Authority**

### **AGENDA**

**Thursday, April 11, 2019**

**8:00 AM**

**City Hall**

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#### **CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF PREVIOUS MEETING MINUTES**

**1. DDA March Minutes**

**APPROVAL OF FINANCIAL STATEMENTS**

**2. DDA February Financials**

#### **PUBLIC FORUM**

#### **CITY UPDATE**

#### **COUNTY UPDATE**

#### **COMMUNITY WORK PLAN &REPORTS**

**Goal #1 - Parking**

**Goal #2 - Infill Development**

**Goal #3 - New Entertainment Draws**

#### **PROGRAMS**

**Events**

**Downtown Design**

**Farmers Market**

**FUNDING**

**SPONSORSHIP**

**FACADE GRANTS**

**COMMUNITY EVENT GRANTS**

**NEW BUSINESS**

**ANNOUNCEMENTS:**

Next meeting scheduled, May 9th, at 8:00 am at Monroe City Hall

**ADJOURN**



## **Downtown Development Authority**

### **MINUTES**

**Thursday, March 14, 2019**

**8:00 AM**

**City Hall**

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#### **ROLL CALL**

##### **PRESENT**

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

##### **ABSENT**

Secretary Andrea Gray  
Board Member Mike Gray

#### **CALL TO ORDER**

Meeting was called to order at 8:03 am

#### **APPROVAL OF PREVIOUS MEETING MINUTES**

Minutes from February 14, 2019

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

## **APPROVAL OF FINANCIAL STATEMENTS**

January Financial Statements

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

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

## **PUBLIC FORUM**

none present

## **CITY UPDATE**

Citywide cleanup planned for April; 30 new planters have been ordered for downtown; alleyway work should begin in next couple of months; downtown green environmental remediation will take place after Dockdogs

## **COUNTY UPDATE**

Walton Proud bus tour scheduled for 3/27

## **COMMUNITY WORK PLAN &REPORTS**

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### **Parking**

signs for public lots are still in production

### **Infill Development**

lots of construction underway at this time

### **New Entertainment Draws**

Planning in progress for Dockdogs, MCBF, and Antiques weekend

## **PROGRAMS**

-

### **Events**

new website is up; event cards are out in the community and will be direct mailed by our next board meeting; Car show is coming up on 3/16 and will have Broad Street closed

### **Downtown Design**

no update

### **Farmers Market**

May 11th is opening day for the market; Farm to Table is 4/27 and tickets are selling well

**FUNDING**

-

**SPONSORSHIP**

2019 Sponsorship to date

**FACADE GRANTS**

Facade Grant - 133 S Broad Street

Motion made to approve \$450 facade grant by City Council Representative Bradley, Seconded by Board Member Sisk.

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

Facade Grant - 135 S Broad Street

Motion made to approve \$191.56 facade grant by Board Member Holder, Seconded by Vice Chair Malcom.

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

**COMMUNITY EVENT GRANTS**

none at this time

**NEW BUSINESS**

-

2019 DDA Budget

Motion made to approve 2019 budget by Board Member Sisk, Seconded by City Council Representative Bradley.

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

**ANNOUNCEMENTS:**

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

Pie Day 3/14, biggest day of the year for Your Pie

Winged Foot Running evening social run has started on Tuesdays at 6pm ending with dinner at Your Pie, discounts for runners

Georgia Mainstreet training on 5/15-16

McDaniel-Tichenor House Wine/beer Dinner on 4/11

**ADJOURN**

Motion made by City Council Representative Bradley, Seconded by Vice Chair Malcom.

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

**Monroe Downtown Development Authority**  
**Profit & Loss**  
**February 2019**

	Feb 19
Ordinary Income/Expense	
Income	
347903 · Farmers Market Revenue	
Farmers Market Fees	35.00
Total 347903 · Farmers Market Revenue	35.00
347300 · Event Fees/Revenue	50.00
361000 · Interest Income	4.28
371000 · Memberships & Contributions	11,650.00
Total Income	11,739.28
Expense	
582303 · Other Interest Expense	949.38
572030 · Downtown Development	315.00
523305 · Farmers Mkt-EBT Tokens	489.19
523301 · Event Expenses	385.00
523850 · Contract Labor	1,300.00
531600 · Equipment <\$5000	1,378.31
523700 · Training & Education	425.00
512920 · Travel Expense	170.69
531203 · Old City Hall	
531203C · Supplies	45.00
531203D · Pest Control	60.00
531203U · Utilities	2,057.27
522600 · Landscaping	65.00
Total 531203 · Old City Hall	2,227.27
Total Expense	7,639.84
Net Ordinary Income	4,099.44
Other Income/Expense	
Other Income	
381011 · Rent Received - 227 S. Broad St	4,250.00
Total Other Income	4,250.00
Net Other Income	4,250.00
Net Income	8,349.44

## Monroe Downtown Development Authority

## Profit &amp; Loss

January through February 2019

04/08/19

Accrual Basis

	Jan - Feb 19
Ordinary Income/Expense	
Income	
347903 · Farmers Market Revenue	
Farmers Market Fees	35.00
Total 347903 · Farmers Market Revenue	35.00
347300 · Event Fees/Revenue	50.00
361000 · Interest Income	8.92
371000 · Memberships & Contributions	19,443.00
Total Income	19,536.92
Expense	
582303 · Other Interest Expense	1,898.75
572030 · Downtown Development	9,315.00
523305 · Farmers Mkt-EBT Tokens	489.19
523301 · Event Expenses	439.04
523850 · Contract Labor	1,300.00
531600 · Equipment <\$5000	1,378.31
523700 · Training & Education	425.00
512920 · Travel Expense	170.69
531203 · Old City Hall	
531203C · Supplies	45.00
531203D · Pest Control	60.00
531203U · Utilities	4,469.20
522600 · Landscaping	65.00
Total 531203 · Old City Hall	4,639.20
Total Expense	20,055.18
Net Ordinary Income	-518.26
Other Income/Expense	
Other Income	
381011 · Rent Received - 227 S. Broad St	5,750.00
Total Other Income	5,750.00
Net Other Income	5,750.00
Net Income	5,231.74



6:30 AM

03/29/19

Accrual Basis

Monroe Downtown Development Authority

Balance Sheet

As of February 28, 2019

	<u>Feb 28, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
111145 · RDF Checking Account	500.00
111108 · Synovus 205-495-003-6	28,094.31
111111 · Synovus 100-097-081-2	8,767.95
111100 · General Fund Checking	63,725.35
Total Checking/Savings	<u>101,087.61</u>
Total Current Assets	<u>101,087.61</u>
<b>TOTAL ASSETS</b>	<u><u>101,087.61</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
121200 · Accts. Payable - DT Dollars	900.00
Total Other Current Liabilities	<u>900.00</u>
Total Current Liabilities	<u>900.00</u>
Total Liabilities	900.00
Equity	
134220 · Fund Balance Unreserved	94,955.87
Net Income	5,231.74
Total Equity	<u>100,187.61</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>101,087.61</u></u>