



Downtown Development Authority

AGENDA

Thursday, June 09, 2022

8:00 AM

City Hall - 215 N. Broad Street

CALL TO ORDER

ROLL CALL

APPROVAL OF PREVIOUS MEETING MINUTES

1. DDA April Minutes

2. DDA May Minutes

APPROVAL OF FINANCIAL STATEMENTS

3. DDA March Financials

4. DDA April Financials

PUBLIC FORUM

CITY UPDATE

COUNTY UPDATE

COMMUNITY WORK PLAN &REPORTS

Downtown Design

Redevelopment Projects

Entertainment Draws

PROGRAMS

Farmers Market

FUNDING**SPONSORSHIP****FACADE GRANTS - none****COMMUNITY EVENT GRANTS - none****NEW BUSINESS****ANNOUNCEMENTS:**

Next meeting scheduled, July 14th, 8:00 am at Monroe City Hall.

ADJOURN



Downtown Development Authority

MINUTES

Thursday, April 14, 2022

8:00 AM

City Hall - 215 N. Broad Street

CALL TO ORDER

Meeting called to order at 8:02 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Vice Chair Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Ross Bradley
- Board Member Chris Collin

CITY STAFF

- Logan Propes
- Les Russell
- Leigh Ann Aldridge
- Sadie Krawczyk

ABSENT

- Board Member Wesley Sisk
- City Council Representative Myoshia Crawford

APPROVAL OF PREVIOUS MEETING MINUTES

- . March Minutes

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

. DDA Called Meeting Minutes

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

APPROVAL OF PREVIOUS EXECUTIVE SESSION MEETING MINUTES

March 10, 2022

March 18, 2022

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

APPROVAL OF FINANCIAL STATEMENTS

. DDA Financials - Feb.

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

PUBLIC FORUM

None.

CITY UPDATE

Mr. Propes informed the board that bids are coming in for the Downtown Green next week,
and there is a new DCA grant opportunity that the city will pursue for additional funding for the
project to help with the cost increases anticipated; the city is working with the county on the
Midland parking lot to partner on its use and maintenance; Wayne Street stormwater and
streetscape project is being put on hold at this time to wait for private business development;
the alleyway improvements between Wayne and Spring are planned for late spring of this year;
the city's Comprehensive Plan draft was approved and submitted for review.

COUNTY UPDATE

Mr. Propes met with the new county manager.

COMMUNITY WORK PLAN &REPORTS

Downtown Design

replacement banners are here and should be installed by the First Friday concert in May; planters will be updated within the next two weeks; pedestrian wayfinding signs will be updated to the new logo; pocket park maintenance by contractors has started.

Redevelopment Projects

No updates.

Entertainment Draws -

Unicorn day last Friday had a really good turnout; business owners met to set additional theme days for the year to include Children's book day, Hero day, and Dinosaur day; Chris Collin suggested we pursue themed cars for display during these events; Food Truck Friday is next week on 4/22/22.

PROGRAMS

Farmers Market

Pop-up market this Saturday; opening day is May 7th; vendor registration is closed for the market season except for festival days and ag vendors.

FUNDING

SPONSORSHIP

No update.

FACADE GRANTS - none

COMMUNITY EVENT GRANTS

- Monroe Cotton Mills - Food Truck Friday - 4/22/22

Approved for \$250 grant - Motion made by Board Member Holder, Seconded by Board Member Bradley.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Bradley, Board Member Collin

NEW BUSINESS

Whit Holder discussed a proposed container foodservice project that Chad Draper is working on and asked if the board would be interested in expressing our support for it.

The board voted to draft a letter from the Chairman on behalf of DDA in support of the container project because of its alignment with our Community Workplan goals and the positive economic impact - Motion made by Board Member Bradley, Seconded by Secretary Gray.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,

Board Member Bradley, Board Member Collin

ANNOUNCEMENTS:

Next meeting scheduled, May 12th, at 8:00 am at Monroe City Hall.

ADJOURN

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

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,
Board Member Bradley, Board Member Collin



Downtown Development Authority

MINUTES

Thursday, May 12, 2022

8:00 AM

City Hall - 215 N. Broad Street

CALL TO ORDER

Meeting was called to order at 8:03 am.

ROLL CALL

PRESENT

Chairman Lisa Anderson

Vice Chair Meredith Malcom

Board Member Whit Holder

Board Member Wesley Sisk

Board Member Ross Bradley (for one action item only)

ABSENT

Secretary Andrea Gray

Board Member Chris Collin

City Council Representative Myoshia Crawford

CITY STAFF

Logan Propes

Chris Bailey

Chris Croy

Les Russell

Dwain Day

Leigh Ann Aldridge

Sadie Krawczyk

APPROVAL OF PREVIOUS MEETING MINUTES

. DDA April Minutes

No action taken

APPROVAL OF FINANCIAL STATEMENTS

. DDA March Financials

No action taken

PUBLIC FORUM

CITY UPDATE

Bypass project is close to being ready to let, construction should start later in the year; bid for downtown green approved Tuesday by City Council

COUNTY UPDATE

None.

COMMUNITY WORK PLAN &REPORTS

Downtown Design

Planters have been updated and look great; banners are here with poles; wayfinding signs have been updated to new logo.

Redevelopment Projects

No update on Wayne Street parcels.

. Milner-Aycock Proposal

The board authorized Logan Propes and Sadie Krawczyk to enter into a development agreement in response to the proposal - Motion made by Board Member Sisk, Seconded by Vice Chair Malcom.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member Sisk, Board Member Bradley (via conference call)

Entertainment Draws -

rescheduled May concert to Sept. 30th due to weather; June 3rd will be the next concert; June 18th is the Flower Festival

PROGRAMS

Farmers Market

Opening day of the market and children's book day went really well; over 3,300 attendees to the market; new market hours will be 9 am to 1 pm this season.

FUNDING**SPONSORSHIP****FACADE GRANTS - None****COMMUNITY EVENT GRANTS - None.****NEW BUSINESS****ANNOUNCEMENTS:**

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

ADJOURN

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

Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member Sisk, Board Member Bradley

DDA Income Statement

Account Summary

For Fiscal: 2022 Period Ending: 03/31/2022



Monroe, GA

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue						
002-7550-347903	FARMERS MKT FEES	0.00	0.00	370.54	2,293.20	-2,293.20
002-7550-361000	INTEREST REVENUES	0.00	0.00	23.05	69.46	-69.46
002-7550-361002	INTEREST-REVOLVING LOAN FUND	0.00	0.00	466.19	1,407.42	-1,407.42
002-7550-371000	GENERAL CITY	0.00	0.00	1,250.00	15,475.00	-15,475.00
002-7550-381011	RENTAL - 227 S BROAD	0.00	0.00	0.00	4,400.00	-4,400.00
002-7550-389003	PRINCIPLE-REVOLVING LOAN FUND	0.00	0.00	1,775.59	5,317.92	-5,317.92
	Revenue Total:	0.00	0.00	3,885.37	28,963.00	
Expense						
002-7550-522310	REAL ESTATE RENTS / LEASES	0.00	0.00	-3,825.00	-3,825.00	3,825.00
002-7550-523301	EVENTS	0.00	0.00	0.00	450.00	-450.00
002-7550-523306	FARMERS MKT-ENTERTAINMENT	0.00	0.00	0.00	35.00	-35.00
002-7550-523850	CONTRACT LABOR	0.00	0.00	900.00	3,160.00	-3,160.00
002-7550-531175	FARMERS MKT GEN EXP	0.00	0.00	0.00	125.00	-125.00
002-7550-531203	OLD CITY HALL BLDG	0.00	0.00	1,990.18	5,056.18	-5,056.18
002-7550-572030	DOWNTOWN DEVELOPMENT	0.00	0.00	0.00	1,500.00	-1,500.00
002-7550-573000	PAYMENTS TO OTHERS	0.00	0.00	0.00	700.00	-700.00
002-7550-582303	OTHER INTEREST EXPENSE	0.00	0.00	634.88	1,970.32	-1,970.32
	Expense Total:	0.00	0.00	-299.94	9,171.50	
	Total Surplus (Deficit):	0.00	0.00	4,185.31	19,791.50	

Group Summary

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue	0.00	0.00	3,885.37	28,963.00	-28,963.00
Expense	0.00	0.00	-299.94	9,171.50	-9,171.50
Total Surplus (Deficit):	0.00	0.00	4,185.31	19,791.50	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
002 - DOWNTOWN DEV FUND	0.00	0.00	4,185.31	19,791.50	-19,791.50
Total Surplus (Deficit):	0.00	0.00	4,185.31	19,791.50	

DDA Income Statement

Account Summary

For Fiscal: 2022 Period Ending: 04/30/2022



Monroe, GA

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue						
002-7550-336001	HOTEL MOTEL FUNDS	0.00	0.00	6,250.00	6,250.00	-6,250.00
002-7550-347903	FARMERS MKT FEES	0.00	0.00	405.53	2,698.73	-2,698.73
002-7550-361000	INTEREST REVENUES	0.00	0.00	22.18	91.64	-91.64
002-7550-361002	INTEREST-REVOLVING LOAN FUND	0.00	0.00	463.23	1,870.65	-1,870.65
002-7550-371000	GENERAL CITY	0.00	0.00	0.00	15,475.00	-15,475.00
002-7550-381011	RENTAL - 227 S BROAD	0.00	0.00	0.00	4,400.00	-4,400.00
002-7550-389003	PRINCIPLE-REVOLVING LOAN FUND	0.00	0.00	1,778.55	7,096.47	-7,096.47
	Revenue Total:	0.00	0.00	8,919.49	37,882.49	
Expense						
002-7550-522310	REAL ESTATE RENTS / LEASES	0.00	0.00	-2,235.00	-6,060.00	6,060.00
002-7550-523301	EVENTS	0.00	0.00	250.00	700.00	-700.00
002-7550-523306	FARMERS MKT-ENTERTAINMENT	0.00	0.00	0.00	35.00	-35.00
002-7550-523850	CONTRACT LABOR	0.00	0.00	1,000.00	4,160.00	-4,160.00
002-7550-531175	FARMERS MKT GEN EXP	0.00	0.00	0.00	125.00	-125.00
002-7550-531203	OLD CITY HALL BLDG	0.00	0.00	1,489.76	6,545.94	-6,545.94
002-7550-572030	DOWNTOWN DEVELOPMENT	0.00	0.00	8,750.00	10,250.00	-10,250.00
002-7550-573000	PAYMENTS TO OTHERS	0.00	0.00	0.00	700.00	-700.00
002-7550-582303	OTHER INTEREST EXPENSE	0.00	0.00	678.66	2,648.98	-2,648.98
	Expense Total:	0.00	0.00	9,933.42	19,104.92	
	Total Surplus (Deficit):	0.00	0.00	-1,013.93	18,777.57	