



Downtown Development Authority of the City of Perry  
Monday, November 27, 2023

5:00pm

Perry City Hall – 808 Carroll Street – Economic Development Conference Room

**AGENDA**

1. Call To Order
2. Invocation
3. Guests/Speakers
4. Citizens with Input
5. Old Business
  - a. Mixed Use Building Project Update
6. New Business
  - a. Approve minutes of October 23, 2023 meeting
  - b. Approve October 2023 Financials
7. Other Business
8. Member Items
9. Main Street Report
10. Downtown Update
  - a. Downtown Projects Update
  - b. Strategic Plan Update
11. Chairman Items
12. Adjourn

**All meetings are open to the public unless otherwise posted**

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Downtown Development Authority of the City of Perry  
Minutes - October 23, 2023

1. Call To Order: Chairman Rhodes called the meeting to order at 5:00pm.

Roll: Chairman Rhodes; Directors Cossart, George, Kinnas, Gordon, Tuggle, and Yasin were present.

Staff: Alicia Hartley – Downtown Manager, Holly Wharton – Economic Development Director, and Christine Sewell – Recording Clerk

2. Invocation: was given by Chairman Rhodes
3. Guests/Speakers - None
4. Citizens with Input – None
5. Old Business – None
6. New Business
  - a. Approve minutes of September 25, 2023 meeting

Director Kinnas motioned to approve as submitted; Director Gordon seconded; all in favor and was unanimously approved.

- b. Approve September 2023 Financials

Director George motioned to approve as submitted; Director Kinnas seconded; all in favor and was unanimously approved.

- c. Visual Preference/Design Discussion – Mixed Use Building

Ms. Hartley advised from the discussions today staff will present to Council and request their support, and if granted will move forward with preparing a request for proposal for architectural services.

Ms. Hartley started the conversation with asking the following questions:

- 1). Building Shape Rectangle, L-shape or other, 2). Number of Buildings - One large or two smaller , 3). How many levels - 3 or 4, 4). Street frontage - Carroll or Carroll and Main, and 5). Parking - Underground, surface, or combo

The board viewed projects from Sugar Hill, Woodstock, and the Gainesville Renaissance building, along with some unrealized concepts provided from other sources. Discussion commenced recommending the project maximizing as much of the footprint as possible, should L-shape three story with residential facing the railroad tracks, Carroll Street retail with the second story for city offices, if necessary, two buildings with a connection, if necessary. Suggestion of more than one building, if that route was taken, keep the city offices separate from the residential building for security purposes in accessing offices and residential space. Combination parking, surface and underground if possible, and consideration in design phase

of working with the slope of the property. The board advised staff they were open to any type of design as long as it meets the requirements of 15,000 square feet of each for residential, office, and retail. Ms. Wharton advised an updated estimate of construction costs should be received later in the week. Ms. Hartley advised if the project received Council's support the next step would be to request a bid/design RFP.

7. Other Business - None

8. Member Items – None

9. Main Street Report – Director Cossart advised the downtown wine tasting was successful, Sweets & Treats is October 27<sup>th</sup>, Small Business Saturday November 25<sup>th</sup>, and First Fridays have begun with merchants staying open late the first Friday of the month through December. There is also a retail promotion spending \$50 to get a \$10 downtown dollars gift card and Main Street is requesting DDA match their contribution of \$1500. Director George motioned to provide Main Street Advisory Board \$1500 for the downtown retail promotion; Director Yasin seconded; all in favor and was unanimously approved.

10. Downtown Update - Ms. Hartley advised Georgia Economic Placemaking Collaborative she will be submitting an application and if selected in the program intends to complete a strategic plan specifically for downtown art. Plans submitted for both downtown pizza restaurants and DDRLF Submitted for Ghost Runner Pizza

Strategic Plan Update – work continues

11. Chairman Items – None

12. Adjourn: there being no further business to come before the board the meeting was adjourned at 6:12pm.

**Downtown Development Authority  
Balance Sheet  
October 31, 2023**

*J. Holland*  
*M. Hill*

	General Fund	Capital Projects Fund	Total Governmental Funds
<b>Assets</b>			
Cash & Cash Equivalents	77,196.30	\$ -	\$ 77,196.30
Interest Receivable		-	-
Loan Receivable	10,213.13	-	10,213.13
Due from Other Funds	-	-	-
<b>Total Assets</b>	<b>87,409.43</b>	<b>\$ -</b>	<b>\$ 87,409.43</b>
<b>Liabilities and Fund Balances</b>			
Liabilities			
Accounts Payable		\$ -	\$ -
Due to City of Perry	-	-	-
Due to Other Funds	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>
Fund Balances			
NonSpendable			
Loan Reveivable	10,213.13		\$ 10,213.13
Reserved for			
BOOST	900.00	-	900.00
Revolving Loan	11,088.78	-	11,088.78
Unreserved	65,207.52	-	65,207.52
<b>Total Fund Balances</b>	<b>87,409.43</b>	<b>\$ -</b>	<b>\$ 87,409.43</b>
<b>Total Liabilities and Fund Balances</b>	<b>87,409.43</b>	<b>\$ -</b>	<b>\$ 87,409.43</b>



Operating Account Summary

<u>Date</u>	<u>Activity Description</u>	<u>Check Number</u>	<u>Amount</u>
7/1/2022	Beginning Balance		81,517.70
7/1/2022	GA Power		(45.05)
7/1/2022	Clover Wine Merchant		288.55
7/5/2022	Houston Home Journal		(72.00)
7/20/2022	July Allocation		675.00
7/27/2022	Mossy Creek Natural Loan Payment		288.95
7/27/2022	S & S Restaurant Loan Payment		433.82
7/31/2022	July Interest		8.38
8/1/2022	Clover Wine Merchant		288.55
8/3/2022	August Allocation		675.00
8/4/2022	GA Power		(45.05)
8/26/2022	Mossey Creek Natural Loan Payment		288.95
8/28/2022	S & S Restaurant Loan Payment		433.82
8/31/2022	August Interest		9.83
9/1/2022	Clover Wine Merchant		288.55
9/1/2022	Façade Grant - Sole Shoe Company	116	(1,997.00)
9/2/2022	GA Power		(45.05)
9/4/2022	Façade Grant Reimbursement from City		1,997.00
9/7/2022	September Allocation		675.00
9/26/2022	Mossey Creek Natural Loan Payment		288.95
9/26/2022	S & S Restaurant Loan Payment		433.82
9/30/2022	September Interest		9.14
10/1/2022	Clover Wine Merchant		288.55
10/5/2022	GA Power		(45.05)
10/11/2022	October Allocation		675.00
10/20/2022	Façade Grant Reimbursement from City		3,000.00
10/20/2022	Orleans on Carroll Façade Grant		(2,500.00)
10/20/2022	Dave Corson Façade Grant		(500.00)
10/31/2022	October Interest		9.64
11/2/2022	GA Power		(45.02)
11/22/2022	November Allocation		675.00
11/22/2022	Gas Agreement Reimbursement from City		43,740.28
11/28/2022	Beaux Ellen Resturant Natural Gas Incentive		(34,034.12)
11/28/2022	Orleans on Carroll Natural Gas Incentive		(9,706.16)
11/30/2022	November Interest		9.35
12/7/2022	December Allocation		675.00
12/8/2022	City Allocation for Alleyway Project		7,320.00
12/8/2022	Dixie Landscaping		(14,640.00)
12/13/2022	Bank Service Charge		(30.00)
12/16/2022	GA Power		(45.02)
12/31/2022	December Interest		9.60
1/3/2023	GA Power		(44.98)
1/2/2023	January Allocation		675.00
1/12/2023	SunMark- alleyway donation		100.00
1/12/2023	Evan Zebley-alleyway donation		100.00
1/12/2023	Mossey Creek Natural Loan Payment		866.95
2/1/2023	Mossey Creek Natural Loan Payment		288.95
2/1/2023	S & S Restaurant Loan Payment		433.82
2/1/2023	Clover Wine Merchant (Nov,Dec, Jan)		865.65
2/2/2023	February Allocation		675.00
2/6/2023	Clover Wine Merchant		288.55
2/21/2023	GA Power		(45.14)
3/2/23	online GA power monthly payment for Commerce Street		(45.16)
3/13/23	Perry Area Historical Society - street signs		(5,000.00)

Operating Account Summary

3/1/23	Clover Wine loan pmt	288.55
3/1/23	Mossy Creek Natural loan pmt	288.95
3/1/23	S & S Restaurant Mangement loan pmt	433.82
3/1/23	January Interest AE 1605	50.52
3/2/23	March Allocation from City	675.00
4/3/23	GA Power	(44.40)
4/3/23	Clover Wine loan pmt	288.55
4/3/23	Mossy Creek Natural loan pmt	288.95
4/3/23	S & S Restaurant Mangement loan pmt	433.82
4/6/23	April Allocation from City	675.00
4/13/23	Zimmerman & Volk- Housing Study	(7,500.00)
4/21/23	Superior Press Print-Page Binder	(41.88)
4/21/23	Superior Press Print-Business Checks	(147.84)
5/2/23	GA Power	(45.14)
5/2/23	Clover Wine loan pmt	288.55
5/2/23	Mossy Creek Natural loan pmt	288.95
5/2/23	S & S Restaurant Mangement loan pmt	433.82
5/4/23	May Allocation from City	675.00
6/5/23	GA Power	(45.14)
6/1/23	Clover Wine loan pmt	288.55
6/1/23	Mossy Creek Natural loan pmt	288.95
6/1/23	S & S Restaurant Mangement loan pmt	433.82
6/1/23	June Allocation from City	675.00
6/15/23	Downtown Housing Stufy	11,250.00
6/12/23	Drink & Wine Campaign	(1,500.00)
7/3/23	Clover Wine loan pmt	288.55
7/3/23	Mossy Creek Natural loan pmt	288.95
7/3/23	S & S Restaurant Mangement loan pmt	433.82
7/5/23	Houston Home Journal	(72.00)
7/6/2023	Zimmerman & Volk- Housing Study	(15,000.00)
7/13/23	July Allocation from City	517.00
7/13/23	Façade Grant	2,500.00
7/13/23	Zimmerman & Volk- Housing Study	(2,500.00)
7/14/23	Triple F Farms façade grant	(2,500.00)
7/31/2023	GA Power	(46.00)
8/1/2023	Clover Wine loan pmt	288.55
8/1/2023	Mossy Creek Natural loan pmt	288.95
8/1/2023	S & S Restaurant Mangement loan pmt	433.82
8/10/2023	July Allocation from City	517.00
8/10/2023	Façade Grant	1,000.00
8/21/2023	LaRuss Properties façade grant	(1,000.00)
8/2/2023	GA Power	(46.00)
9/1/2023	Clover Wine loan pmt	288.55
9/1/2023	Mossy Creek Natural loan pmt	288.95
9/1/2023	S & S Restaurant Mangement loan pmt	433.82
9/5/2023	GA Power	(46.18)
9/7/2023	Sept Allocation from City	517.00
10/2/2023	Clover Wine loan pmt	288.41
10/2/2023	Mossy Creek Natural loan pmt	288.95
10/2/2023	S & S Restaurant Mangement loan pmt	433.82
10/4/2023	GA Power	(46.20)
10/5/2023	Sept Allocation from City	517.00
10/3/2023	Clover Wine pmt returned	(288.41)
10/3/2023	Return Fee	(6.00)

Operating Account Summary

Balance as of 10/31/2023

77,196.30

\*operating & boost balance



**The City of Perry**  
**Reconciliation of Bank Statement for**  
**Downtown Development Authority Synovus**  
**General Operating Account**  
**As of October 31, 2023**

Less outstanding checks (Payables)

Balance per Bank Statement	75,108.73	Ending Balance:
		O/S Deposits:
Plus deposits not on statement		
Deposits		
Loan PMT	288.41	
Loan PMT	288.95	
Loan PMT	433.82	
COP allocation	517.00	
Less Disbursements:		
Return Fee	(6.00)	
Loan PMT returned	(288.41)	O/S Disbursements:
GA Power	(46.20)	Checks:
Reconciled bank statement balance	76,296.30	
Balance per transaction register	<u>76,296.30</u>	
Difference	<u>0.00</u>	