

Perry Downtown Development Authority

City of Perry, Georgia

May 24, 2016

5:00 pm

Perry City Hall – 2nd floor Conference room

Regular Meeting

AGENDA

1. Call to Order
2. Invocation
3. Guests/Speakers
4. Old Business
 - a. Update on adoption of form-based codes
 - b. Update on removal of Courtney Hodges Boulevard from downtown district
 - c. Update on alley project
 - d. Discuss plans for Jaycees property
5. Public Hearing on FY 17 Budget
6. New Business
 - a. Approve April 24, 2016 minutes
 - b. Approve April 2016 financials
 - c. Announce BOOST application window and available funding
 - d. Discuss “little things” to improve appearance downtown
 - e. Discuss future improvements recommendations
 - f. Discuss mock redevelopment training project – Robert Smith and Steve Aydelott
7. 2016 Work Plan review / Perry Downtown Development Plan
 - a. Approve CY – FY 2017 2016 work plan
8. Chairman Items
9. Main Street Coordinator’s Report
10. Update on Main Street Board Advisory Board
11. Certificates of Appropriateness issued
12. Adjourn

The mission of the Perry Downtown Development Authority is to serve as a catalyst for economic growth and development in Perry’s Downtown District.

TRAM ADVERTISING

Advertiser is responsible for paying the cost to produce the sign or providing one already produced. Rates below are for advertising space on city tram only. The tram is used in the Independence Day, Farm Day and Christmas parades, in May for tours of historic downtown and during events throughout the year, such as the Perry Music Festival and Georgia National Fair.

Sign #	Size	Price	Advertiser	Sign cost	Subtotal
Front					
1)	3x1.5	\$30			
2)	4x1.5	\$40	Split Endz	\$0	\$40
Left					
3) front	4x3	\$70	ComSouth	\$0	\$70
4) middle	4.5x2	\$55	Lumpkin Shell	\$0	\$55*
5) back	2.75x3	\$50	Chick-fil-A	\$0	\$50
Right					
6)	3x3	\$55	Bank of Perry	\$0	\$55*
7)	6.75x3	\$105	ComSouth	\$0	\$105*
8)	5.5x2.25	\$70			
9)	2x1.5	\$25			
TOTAL		\$500			

Tish – Coffee Cup (5.5x2.25)

Brian – Hoke's (3x1.5)

Bryan – Shirts Like Mine (2x1.5) or could have 2x3 for \$50

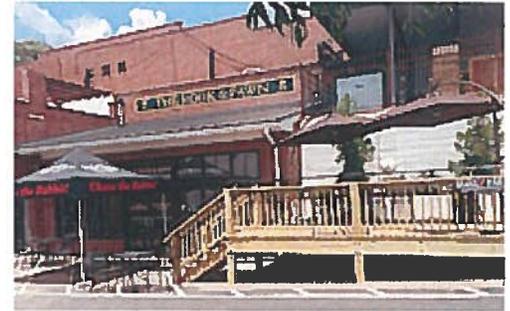
*** Paid**

Sign No.	Size	Price	Name	Rep	Sign Cost	Subtotal
				Mike Penn Michael R Penn Vice President Marketing and Sales 99 Broad Street Hawkinsville, Georgia 31036 Office 478-892-3040		
4	6x1.5	\$200.00	ComSouth		\$0.00	\$200.00
1	4x1.5	\$45	Split Endz	Victoria Brown 1019 Jernigan St Perry, GA 31069 (478) 224-7349	\$78.00	\$123.00
1	3x1.5	\$40	Hoke Heating ar	Hoke Hoke's Heating & Air 500 General Courtney Hodges Blvd Perry , GA 31068 (Office) 478-988-4094 (Fax) 478-987-4028 bridget_hokes@comsouth.net	\$70.00	\$110.00
1	6x3	\$75	Coffee Cup	Ashely 900 Carroll St Perry, GA 31069 (478) 224-5282	\$0.00	\$75.00
1	4x3	\$55	Lumpkin Shell	Carl Lumpkin 1438 Swift St Perry, GA 31069 (478) 987-1989 Gawain Atwater Gawain Atwater Shirts Like Mine 736 Carroll Street, Suite 6, Perry, GA 31069 Hours: 10:00-5:30; Mon.-Fri 478-997-1806	\$0.00	\$55.00
1	2x1.5	\$35	Shirts Like Mine		\$52.00	\$87.00
1	2x1.5	\$35	Exclusive Cuts	Jerome King 742 Main Street Perry, GA 31069	\$52.00	\$87.00
1	3x3	\$30	Bank of Perry	Mr. Hillis 1006 Main St Perry, GA 31069	\$70.00	\$100.00
1	3x3	\$30	Chick-fil-A	Mr. Grossnickle 1363 Sam Nunn Blvd Perry, GA 31069	\$70.00	\$100.00

GEORGIA CITIES FOUNDATION PROJECTS (www.georgiacitiesfoundation.org)

Athens, The Rook & Pawn

In June 2015, the Foundation provided an \$80,000 loan to the Athens Downtown Development Authority to partially finance renovations and the purchase and installation of equipment at 294 West Washington Street in downtown Athens. The DDA provided a simultaneous loan to The Rook and Pawn, LLC, the project's developer. The completed project houses The Rook and Pawn, a bistro and board game café. The total project cost is \$200,000.



Project Details

DDA - Athens Downtown Development Authority

Sub-Recipient - The Rook and Pawn, LLC

GCF Loan Amount - \$80,000

DCA Loan Amount - N/A

Proposed Use - Bistro and board game cafe

LaGrange, J.C. Penney Building Renovation

In November 2004, the Georgia Cities Foundation provided a \$200,000 loan to the Downtown LaGrange Development Authority for the acquisition and renovation of the former J. C. Penney building in downtown LaGrange. The space will be used as offices for two businesses.



Project Details

DDA or Similar Entity Receiving GCF Loan Funds

- Downtown LaGrange Development Authority

Sub-Recipient - Preservation Properties, LLC

Project Cost - \$1,318,132

GCF Loan Amount - \$200,000

DD RLF Loan Amount, if any - \$200,000

Proposed Use - Office



LaGrange, Ellis & Ellis Realty Project

In August 2008, the Foundation provided a \$250,000 loan to the Downtown LaGrange Development Authority for the acquisition of a dilapidated building on Broome Street in downtown LaGrange.



Before



After

Project Details

DDA or Similar Entity Receiving GCF Loan Funds - Downtown LaGrange Development Authority
Sub-Recipient - Ellis & Ellis Realty, LLC
Project Cost - \$1,300,648
GCF Loan Amount - \$250,000
DD RLF Loan Amount, if any - \$250,000

Covington, Lula Building

In August 2007, the Foundation provided a \$250,000 to the Covington DDA for the reconstruction of the building located at 1123 Church Street in downtown Covington. The property now houses six commercial and office units.

Project Details

DDA or Similar Entity Receiving GCF Loan Funds - Covington
Downtown Development Authority
Sub-Recipient - Lula V. Smith
Project Cost - \$1,730,525
GCF Loan Amount - \$250,000
DD RLF Loan Amount, if any - \$250,000
Proposed Use - Commercial/Office



Rome, West Lofts Project

In November 2007, the Foundation provided a \$250,000 loan to the Rome Downtown Development Authority for the West Lofts Project in downtown Rome.

Project Details

DDA or Similar Entity Receiving GCF Loan Funds - Rome Downtown Development Authority
Sub-Recipient - West Lofts, LLC
Project Cost - \$4,120,359
GCF Loan Amount - \$250,000
DD RLF Loan Amount, if any - \$250,000
Proposed Use - Residential/Commercial



Before



After

Macon, Garbutt-Belote Project

On January 27, 2009, the Foundation provided a \$188,000 loan to the Macon-Bibb County Urban Development Authority for the rehabilitation of property located at 617 Cherry Street in downtown Macon. The completed project now houses a street-level commercial space and two upper-level loft apartments.



Project Details

DDA or Similar Entity Receiving GCF Loan Funds - Macon-Bibb County Urban Development Authority
Sub-Recipient - Garbutt-Belote, LLC
Project Cost - \$534,220
GCF Loan Amount - \$188,000
DD RLF Loan Amount, if any - N/A
Proposed Use - Mixed-Use

Macon, Cherry Street Partners Project



In April 2008, the Foundation closed a \$132,000 loan to the Macon-Bibb County Urban Development Authority for the renovation of a two-story building located at 571 Cherry Street in downtown Macon. The UDA provided a simultaneous loan to Cherry Street Partners, LLC, the project's developer. The completed project now houses street-level commercial space, second story office and residential space, and leasable space for a "Green Room" for the adjoining Cox Capitol Theatre.

Project Details

DDA or Similar Entity Receiving GCF Loan Funds - Macon-Bibb County Urban Development Authority
Sub-Recipient - Cherry Street Partners, LLC
Project Cost - \$330,000
GCF Loan Amount - \$132,000
DD RLF Loan Amount, if any - N/A
Proposed Use - Commercial/Office/Residential

Thomasville, Streets/Davis Building Renovation

In April 2002, the Foundation provided a \$127,040 loan for the renovation of a two-story circa 1900 structure in downtown Thomasville. The first floor is being used for retail, while the second floor has been converted to a residence.

Project Details

DDA or Similar Entity Receiving GCF Loan Funds - Thomasville Downtown Development Authority
Sub-Recipient - John & Tonia Streets/Phillip Davis
Project Cost - \$215,600
GCF Loan Amount - \$127,040
DD RLF Loan Amount, if any - N/A
Proposed Use - Retail/Residential



the BALDWIN

DOWNTOWN MILLEDGEVILLE LOFTS

Home Location Amenities Floor Plans Application FAQs Contact
FAQs

What is "The Baldwin"?

The Baldwin is a mixed-use development located in the heart of downtown Milledgeville. The Baldwin will contain 15 apartment units, 2 commercial spaces and a never before seen architectural element in downtown Milledgeville - an internal courtyard. This courtyard will provide natural light, green space and a peaceful refuge for the residents of The Baldwin. All units will have either a street view of Hancock or a courtyard view.

Are utilities included in the monthly cost?

Most! Water, trash, expanded basic cable, and internet service are all included in the monthly cost of your unit!

Where do I park?

Designated off street parking is available for residential tenants. A \$25 parking fee per month will be added to your utility bill if you so choose. Spaces will be allocated on a first come first serve basis.

Is there anywhere I can use as a garage or storage space?

Storage lockers are available for \$20 per month within the property, so your boxes of books, bikes and moms microwave can be kept locked up securely on-site without having to drive to a separate location.

When can I move in? What does it cost? What size units are available?

Move in date will be August 1st

These units are located on the lower level and have courtyard views:

- 001-2 bed 2 bath, 795 sq ft - \$1200/month -
- 002-1 bed 1 bath with Office, 637 sq ft - \$875/month -
- 003-2 bed 2 bath, 806 sq ft - \$1200/month -
- 004-2 bed 2 bath, 1062 sq ft - \$1300/month -
- 005-studio, 613sq ft - \$800/month -
These units are located on street level and have courtyard views
- 101-3 bed 3 bath, 1242 sq ft - \$1950/month -
- 102-3 bed 3 bath, 1241 sq ft - \$1950/month -
These units are located on the second floor
Units 201 & 202 have courtyard views-units 203 & 204 have Hancock Street views
- 201-2 bed 2 bath, 838 sq ft - \$1300/month -
- 202- 2 bed 2 bath, 840 sq ft - \$1300/month -
- 203-2 bed 2 bath, 804 sq ft - \$1300/month -
- 204-2 bed 2 bath, 803 sq ft - \$1300/month -
These units are located on the third floor
Units 301 & 302 have courtyard views-units 303 & 304 have Hancock Street views
- 301-3 bed 2 bath, 1300 sq ft - \$1950/month -
- 302-3 bed 2 bath, 1297 sq ft - \$1950/month -
- 303-3 bed 2 bath, 1234 sq ft - \$1950/month -
- 304-3 bed 2 bath, 1228 sq ft - \$1950/month -

Sign me up! What do I do now?

Download our [application](#), write your top 3 choices on the back and mail it along with a \$35 check to The Baldwin PO BOX 914 Milledgeville GA 31059. Once your application has been received and

City of Perry Downtown Development Authority (DDA)

Preliminary Proposed Operating Budget - FY17

May 23, 2016

	Proposed Budget
REVENUES	
Intergovernmental/City of Perry	
General Revenue Fund	\$ 15,800.00
Hotel/Motel Tax Special Revenue Fund Subtotal	\$ 15,800.00
Investment and Fundraising	
Bank Interest	\$ 200.00
Tram Advertising Sales	\$ 500.00
Locally-Funded Downtown Revolving Loan Fund	\$ 25,000.00
Investment Subtotal	\$ 25,700.00
Revenue Total	\$ 41,500.00
EXPENDITURES	
Operating	
Audit	\$ 3,200.00
DDA State-Required Training and Travel	\$ 600.00
Operating Subtotal	\$ 3,800.00
Environment	
Project Appropriation	\$ 12,000.00
Professional Services for Project	\$ 3,000.00
Environment Subtotal	\$ 15,000.00
Economic Restructuring	
Educational Outreach and BOOST Promotion	\$ 400.00
BOOST (Separate Fund/Grants From Donations)	\$ -
Locally-Funded Downtown Revolving Loan Fund	\$ 25,000.00
Economic Restructuring Subtotal	\$ 25,400.00
Expenditure Total	\$ 44,200.00
ANNUAL GAIN/LOSS	\$ (2,700.00)

Fund Balance - Beginning

Fund Balance - Restricted	\$ 62,400.00
Fund Balance - Unrestricted	\$ 17,500.00
Fund Balance - Earmarked revolving loan fund	\$ 25,000.00
Total Fund Balance - Beginning	\$ 104,900.00

Fund Balance - Ending

Fund Balance - Restricted	\$ 62,400.00
Fund Balance - Unrestricted	\$ 14,800.00
Fund Balance - Earmarked revolving loan fund	\$ -
Total Fund Balance - Ending	\$ 77,200.00

**City of Perry Downtown Development Authority (DDA)
Preliminary Proposed Operating Budget - FY17
March 28, 2016**

	Proposed Budget
REVENUES	
Intergovernmental/City of Perry	
General Revenue Fund	\$ 21,600.00
Hotel/Motel Tax Special Revenue Fund Subtotal	\$ 21,600.00
Investment and Fundraising	
Bank Interest	\$ 200.00
Tram Advertising Sales	\$ 500.00
Locally-Funded Downtown Revolving Loan Fund	\$ 25,000.00
Investment Subtotal	\$ 25,700.00
Revenue Total	\$ 47,300.00
EXPENDITURES	
Operating	
Audit	\$ 3,300.00
Legal Fees	\$ 2,000.00
DDA State-Required Training and Travel	\$ 600.00
Operating Subtotal	\$ 5,900.00
Environment	
Architectural and Engineering Fees	\$ 6,000.00
Demolition	\$ 10,000.00
Environment Subtotal	\$ 16,000.00
Economic Restructuring	
Educational Outreach and BOOST Promotion	\$ 400.00
BOOST (Separate Fund/Grants From Donations)	\$ -
Locally-Funded Downtown Revolving Loan Fund	\$ 25,000.00
Economic Restructuring Subtotal	\$ 25,400.00
Expenditure Total	\$ 47,300.00
ANNUAL GAIN/LOSS	\$ -

Downtown Development Authority of the City of Perry
The budget recommends:

Professional Services	\$ 3,200
Training	600
Appropriation	<u>12,000</u>
	\$15,800

The restricted account is for downtown improvements. Council must decide if it desires to proceed with the Authority's request to use the monies for alley improvements. The response from property owners to donate the alley easement has been very limited. The Council will need to decide if it desires to transfer title to the Authority for the Jaycee site and how much it will contribute to the proposed project.

Promotion of Authority loan and BOOST programs should be funded from the Authority's funds.

Recommend a \$12,000 allocation to assist the Authority in its various programs and planning.

Perry Downtown Development Authority
Minutes - April 26, 2016

1. Call to Order : Chairman Fountain called the meeting to order at 5:05 p.m.

Roll: Chairman Bryan Fountain; Directors Brian Burnham, Kelly Hillis, Carl Lumpkin, and Lee Jones were all present.

Absent: Directors Steve Aydelott and Tish Hayward

Staff: Catherine Edgemon – Main Street Coordinator, Robert Smith – Economic Development Director, and Christine Sewell – Recording Clerk

2. Invocation – was given by Director Burnham

3. Guests/Speakers – none

4. Old Business

- a. Update on BOOSTer recruitment – DDA members

Ms. Edgemon provided a list of potential “investors’ that she had divided between the board members and asked each member to contact the businesses as assigned.

- b. Update on tram advertising sales – DDA members

Ms. Edgemon provided an updated list of signage already sold and asked board members by the next meeting to contact the businesses as assigned if they would like to keep their tram signage.

- c. Update on form-based codes and Gen. Courtney Hodges Boulevard in DDA district

Ms. Edgemon advised the recommendation for removal was given by the Planning Commission and would be decided by Council on May 3, as would the form-based codes.

- d. Adopt policies and procedures

Ms. Edgemon provided the copy from previous discussions and said the policies and procedures are similar to those of Main Street and will be a supplement to the by-laws. Director Hillis motioned to accept as presented; Director Burnham seconded; all in favor and was unanimously approved.

5. New Business

- a. Approve March 22, 2016, meeting and April 12, 2016, work session minutes

Director Jones motioned to approve both as submitted; Director Hillis seconded; all in favor and was unanimously approved.

- b. Approve March 2016 financials

Director Hillis reviewed and requested staff to inquire on the restricted funds balance and the potential for use by the board. Director Lumpkin motioned to approve the financials as submitted; Director Jones seconded; all in favor and was unanimously approved.

c. Discuss DDA and BOOST logo and new brand

Ms. Edgemon provided several examples with the board choosing one for stationery, etc.

d. Discuss approval for DCA Design Studio to provide conceptual sketches of Jaycees property

Ms. Edgemon advised Carmine Fischetti would be in town on April 28. He would be taken to see the Jaycees property and asked to submit renderings for potential uses for the property. Ms. Edgemon requested authorization to proceed with an estimated cost of \$750-\$1,000; discussion ensued on potential uses for the property. Discussion included consideration that the existing building not be demolished if a tenant or developer would be interested in using the building. Director Hillis motioned to authorize payment for design renderings on the Jaycees property; Director Burnham seconded; all in favor and was unanimously approved.

e. Review proposed FY17 budget

Ms. Edgemon provided the proposed budget and would advise when the public hearing dates had been set.

f. Set date for FY17 budget hearing

Ms. Edgemon advised this was a reminder as the board would have to hold their own public hearing for the budget; date to be determined.

g. Discuss mock redevelopment training project – Mr. Smith advised he was presented a concept from Director Aydelott and would like to table until he is present; the board concurred.

6. 2016 Work Plan review / Perry Downtown Development Plan (PDDP)

Ms. Edgemon reviewed the current work plan. Mr. Smith advised the PDDP had been updated to include the feedback provided, and he would like to proceed with the next steps in implementing to include the required public hearings and public input sessions with the final adoption anticipated for June 7 by Council; the board concurred to proceed as required.

7. Chairman Items

a. Discuss strategies for alley donations, blighted properties and redeveloping Jaycees property

It was noted the Jaycees property had already been discussed. Director Jones advised he had spoken with Eugene Graham on his downtown property and advised the selling cost and conditions for sale. The alleyway donations were discussed; additional information was requested from staff.

8. Main Street Coordinator's Report

a. Announce Carmine Fischetti to visit downtown Perry on Thursday, April 28

- b. Report on downtown cleanup day on Saturday, April 23 – Ms. Edgemon advised the cleanup was a success, and additional dates later in the year will be scheduled.

9. Update on Main Street Board Advisory Board

10. Certificates of Appropriateness issued - Report was reviewed.

11. Adjourn- There being no further business to come before the board, the meeting was adjourned at 6:26 p.m.

DRAFT

**Downtown Development Authority
Balance Sheet
April 30, 2016**

	General Fund	Capital Projects Fund	Total Governmental Funds
Assets			
Cash & Cash Equivalents	46,111.57	\$ -	\$ 46,111.57
Interest Receivable		-	-
Rent Receivable	-	-	-
Receivable	-	-	-
Due from Other Funds	-	-	-
Total Assets	\$ 46,111.57	\$ -	\$ 46,111.57
Liabilities and Fund Balances			
Liabilities			
Accounts Payable	\$ -	\$ -	\$ -
Due to City of Perry	-	-	-
Due to Other Funds	-	-	-
Total Liabilities	\$ -	\$ -	\$ -
Fund Balances			
Reserved for			
Capital Outlay	\$ -	\$ -	\$ -
Uptown Perry Partnership	-	-	-
BOOST	2,500.00	-	2,500.00
Benches	-	-	-
Unreserved	43,611.57	-	43,611.57
Total Fund Balances	\$ 46,111.57	\$ -	\$ 46,111.57
Total Liabilities and Fund Balances	\$ 46,111.57	\$ -	\$ 46,111.57

**DOWNTOWN DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL SUMMARY
AS OF APRIL 30, 2016**

General Fund

	<u>Total</u>	<u>Proposed Budget</u>	<u>Variance</u>
Revenue			
Intergovernmental	\$ 1,583.30	\$ 4,900.00	\$ 3,316.70
Donation	-		
Donation - BOOST	1,900.00		
Rent	-	-	-
Tram Ad	55.00		
Memorial Bench	-	-	-
Interest	153.75	200.00	46.25
Total Revenues	<u>\$ 3,692.05</u>	<u>\$ 5,100.00</u>	<u>\$ 1,407.95</u>
Expenditures			
Coordination	607.55	\$ 4,200.00	\$ 3,592.45
Environment	-	-	-
Economic Recruitment	2,400.00	25,700.00	23,300.00
Total Expenditures	<u>\$ 3,007.55</u>	<u>\$ 29,900.00</u>	
Excess (deficiency)	<u>\$ 684.50</u>	<u>\$ (24,800.00)</u>	
Transfer In			
Fund Balance - Beginning			
Fund Balance - Restricted	\$ 3,000.00	-	
Fund Balance - Unrestricted	42,427.07	\$ 44,200.00	
Total Fund Balance - Beginning	<u>\$ 45,427.07</u>	<u>\$ 44,200.00</u>	
Fund Balance - Ending			
Fund Balance - Restricted	\$ 2,500.00	-	
Fund Balance - Unrestricted	\$ 43,611.57	\$ 19,400.00	
Total Fund Balance - Ending	<u>\$ 46,111.57</u>	<u>\$ 19,400.00</u>	

DDA Operating

	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	2016 Total Expense
Revenues													
Donation						1,200.00	100.00	200.00					1,900.00
Donation - BOOST	400.00												-
Rent										55.00			55.00
Tram Ad													-
Memorial Bench													-
Reimbursement from CVB & Chamber													-
Interest	16.57	14.57	15.07	16.09	14.59	15.59	15.56	14.56	15.57	15.58			153.75
Total Revenues	416.57	14.57	15.07	16.09	14.59	1,215.59	115.56	214.56	15.57	70.58			2,108.75
Expenditures													
Professional Services - Audit													-
Professional Services - Other													-
Telephone													-
Postage & Freight													-
Advertising													-
Promotions - Other													-
Printing and Binding													-
Travel													-
BOOST		1,000.00			1,000.00	250.00	150.00						2,400.00
Dues and Fees													-
Meetings									118.99				118.99
Training													-
Business District Education													-
Contracts - Landscaping													-
Contracts - Spring and Fall Events													-
Farmers Market													-
General Supplies & Materials	451.11	26.75				10.70							488.56
Matching Media Grant													-
Facade Grant													-
Water & Sewer Services													-
Total Expenditures	451.11	1,026.75			1,000.00	260.70	150.00		118.99				3,007.55
Excess (deficiency)	(34.54)	(1,012.18)	15.07	16.09	(985.41)	954.89	(34.44)	214.56	(103.42)	70.58			(898.80)
Other Financing Sources													
Transfer In - City of Perry	58.33	58.33	58.33	58.33	58.33	58.33	58.33	1,058.33	58.33	58.33			1,583.30
Transfer In - Hotel/Motel													-
Transfer In - Capital Projects													-
Total	58.33	58.33	58.33	58.33	58.33	58.33	58.33	1,058.33	58.33	58.33			1,583.30
Fund Balance - Beginning	45,427.07	45,450.86	44,497.01	44,570.41	44,644.83	43,717.75	44,730.97	44,754.86	46,027.75	45,982.66	46,111.57	46,111.57	46,111.57
Fund Balance - Ending	45,450.86	44,497.01	44,570.41	44,644.83	43,717.75	44,730.97	44,754.86	46,027.75	45,982.66	46,111.57	46,111.57	46,111.57	46,111.57

Operating Account Summary

<u>Date</u>	<u>Activity Description</u>	<u>Check Number</u>	<u>Amount</u>
Beginning Balance			45,427.07
07/07/2015	City of Perry (BOOST big check reimbursement)	3164	(192.17)
07/17/2015	City of Perry July Allocation		58.33
07/20/2015	BOOST Donation - Ocmulgee Inc		400.00
07/27/2015	Sphinx Business Solutions		(258.94)
07/31/2015	July Interest		16.57
08/10/2015	City of Perry August Allocation		58.33
08/13/2015	City of Perry (BOOST celebration favors)	3165	(26.75)
08/26/2015	David Braun - Tumblecheer (Grant)	3166	(1,000.00)
08/31/2015	August Interest		14.57
09/03/2015	City of Perry September Allocation		58.33
09/30/2015	September Interest		15.07
10/13/2015	City of Perry October Allocation		58.33
10/30/2015	October Interest		16.09
11/05/2015	City of Perry November Allocation	3167	58.33
11/24/2015	Jamey McDaniel (BOOST - Davida's)		(1,000.00)
11/30/2015	November Interest		14.59
12/04/2015	City of Perry December Allocation		58.33
12/07/2015	Janet Thompson - BOOST Donation		100.00
12/17/2015	Donation for BOOST		1,000.00
12/17/2015	Davis Oil - BOOST Donation		100.00
12/18/2015	Dollar Tree (Boost supplies)	3168	(10.70)
12/18/2015	Pure Spa Direct (Boost Grant)	3170	(250.00)
12/31/2015	December Interest		15.59
01/11/2016	Impressions In Print (BOOST-Liberty Tax)	3171	(150.00)
01/20/2016	City of Perry January Allocation		58.33
01/20/2016	Donation for BOOST - Spherion		100.00
01/31/2016	January Interest		15.56
02/08/2016	City of Perry February Allocation		58.33
02/11/2016	City Additional Allocation (Audi Surplus)		1,000.00
02/19/2016	Donation for BOOST - Simpson		200.00
02/29/2016	February Interest		14.56
03/03/2016	City of Perry March Allocation		58.33
03/08/2016	City of Perry (Meal Reimbursement)	3172	(118.99)
03/31/2016	March Interest		15.57
04/07/2016	City of Perry April Allocatio		58.33
04/20/2016	Deposit - Lumpkin Shell Tram Ad		55.00
04/30/2016	April Interest		15.58
	Balance as of 4/30/2016		46,111.57

Downtown Improvements Restricted Account

<u>Date</u>	<u>Activity Description</u>	<u>Amount</u>
07/01/2013	Beginning Balance	69,399.99
10/30/2013	Pavercraft Inc	7,033.00
	04/30/2016	62,366.99

**The City of Perry
Reconciliation of Bank Statement for
Downtown Development Authority Security Bank
As of April 30, 2016**

Brenda King

Balance per Bank Statement	9,234.15
Plus deposits not on statement	0.00
Less outstanding checks (Payables)	
Reconciled bank statement balance	9,234.15
Balance per transaction register	<u>9,234.15</u>
Difference	<u><u>0.00</u></u>

STATE BANK
& Trust Company

P.O. Box 4748
Macon, GA 31208-4748

Phone: 800.414.4177
www.stateBT.com

Member FDIC



00001477-0005905-0001-0002-FIMR0000370501166711

CITY OF PERRY
DOWNTOWN DEVELOPMENT AUTHORITY
P O BOX 2030
PERRY GA 31069

Page **1 of 2**
Primary Account: 1000047009
Statement Period: 04/01/16 - 05/01/16
Number of Images 2

MICRO BUSINESS CHECKING

Account Number	1000047009	Statement Dates	4/01/16 thru 5/01/16
Previous Balance	9,120.82	Days in the statement period	31
2 Deposits/Credits	113.33	Average Ledger	9,189.15
Checks/Debits	.00	Average Collected	9,189.15
Service Charge	.00		
Interest Paid	.00		
Current Balance	9,234.15		

Deposits and Additions

Date	Description	Serial	Amount
4/07	Regular Deposit		58.33
4/20	Regular Deposit		55.00

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
4/01	9,120.82	4/07	9,179.15	4/20	9,234.15

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**The City of Perry
Reconciliation of Bank Statement for
Downtown Development Authority Security Bank
As of April 30, 2016**

Brenda King

Balance per Bank Statement	36,877.42
Plus deposits not on statement	0.00

Reconciled bank statement balance	36,877.42
Balance per transaction register	<u>36,877.42</u>
Difference	<u><u>0.00</u></u>

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00004910-0009819-0001-0001-FIMR0000370501166708

CITY OF PERRY
DOWNTOWN DEVELOPMENT AUTHORITY
P O BOX 2030
PERRY GA 31069

Page 1 of 1
Primary Account: 1000046993
Statement Period: 04/01/16 - 05/01/16
Number of Images 0

COMMERCIAL MONEY MARKET ACCT

Account Number	1000046993	Statement Dates	4/01/16 thru 5/01/16
Previous Balance	36,861.84	Days in the statement period	31
Deposits/Credits	.00	Average Ledger	36,861.84
Checks/Debits	.00	Average Collected	36,861.84
Service Charge	.00	Interest Earned	15.58
Interest Paid	15.58	Annual Percentage Yield Earned	0.50 %
Current Balance	36,877.42	2016 Interest Paid	61.27

Deposits and Additions

Date	Description	Serial	Amount
5/01	Interest Deposit		15.58

Daily Balance Information

Date	Balance	Date	Balance
4/01	36,861.84	5/01	36,877.42



BOOST Recruitment List and Potential Project Partners

- | | | |
|---|--|---|
| <p>1. Perry Downtown Merchants Assoc.</p> <p>2. Perry Chamber</p> <p>3. Perry Rotary Club</p> <p>4. Perry Exchange Club</p> <p>5. Perry Lions Club</p> <p>6. Perry Pilot Club</p> <p>7. Perry Civitan Club</p> <p>8. Georgia Power</p> <p>9. CB&T</p> <p>10. State Bank & Trust</p> <p>11. Planters First</p> <p>12. Robins Federal CU</p> <p>13. Georgia Power</p> <p>14. Windstream Communications</p> <p>15. ComSouth</p> <p>16. ESG</p> <p>17. Advanced Disposal</p> <p>18. Utility Service Co.</p> <p>19. Flint Energies</p> <p>20. Ga Web Services - We Got That</p> <p>21. Cherokee Pines</p> <p>22. Houston Lake Country Club</p> <p>23. McNair, Mclemore, Middlebrooks</p> <p>24. Liberty Tax Service</p> <p>25. Cary Baxter CPA</p> | <p>26. Bill Amos CPA</p> <p>27. Office Monkeys.com</p> <p>28. B & V Printing</p> <p>29. Image Tag & Label</p> <p>30. Shirts Like Mine</p> <p>31. James Farmer</p> <p>32. Cindy Lynn Dunaway Interiors</p> <p>33. Choo Choo Build It</p> <p>34. Warner Robins Supply</p> <p>35. Conner's Flooring</p> <p>36. International City Builders</p> <p>37. Parrish Construction</p> <p>38. Interfor</p> <p>39. A & A Contractors</p> <p>40. City Supply</p> <p>41. Kerri Moore Interiors</p> <p>42. Southeast Electrical Supply</p> <p>43. CLS Insulators</p> <p>44. Howell Galleries</p> <p>45. Sullivan Heat & Air</p> <p>46. Frito-Lay Inc.</p> <p>47. Perdue Farms</p> <p>48. Sam Nunn Farms</p> <p>49. Cemex Inc.</p> <p>50. Beckham Brothers Distributors</p> <p>51. Hye Precision</p> | <p>52. Wal-mart</p> <p>53. Travelodge</p> <p>54. Hampton Inn</p> <p>55. Holiday Inn Express</p> <p>56. Days Inn</p> <p>57. Jameson Inn</p> <p>58. Econo Lodge</p> <p>59. Ramada Inn</p> <p>60. Comfort Inn & Suites</p> <p>61. Best Western</p> <p>62. Microtel Inn & Suites</p> <p>63. Relax Inn</p> <p>64. WBML</p> <p>65. Houston Home Journal</p> <p>66. Smith Animal Hospital</p> <p>67. Westmoreland & Slappey Animal Hospital</p> <p>68. Canine Clubhouse</p> <p>69. Hamby Automotive</p> <p>70. Jeff Smith Auto</p> <p>71. David Ragan Ford</p> <p>72. Enterprise RentACar</p> <p>73. Lumpkin Shell</p> <p>74. Cochran Coachworks</p> <p>75. Walker, Hulbert, Gray & Moore</p> <p>76. Walker & Walker</p> |
| | | <p>77. Daniel, Lawson, Tuggle & Jerles</p> <p>78. Walker-Rhoades Tractor Co.</p> <p>79. EMICC</p> <p>80. Graphic Packaging International</p> <p>81. Advanced Drainage Systems</p> <p>82. Bearings & Drives</p> <p>83. Gilmer Warehouse & Logistics</p> <p>84. Landmark Realty</p> <p>85. Summerhill</p> <p>86. Houston Springs</p> <p>87. Grillmasters</p> <p>88. The Swanson</p> <p>89. Rusty's</p> <p>90. Simply Southern Sweets</p> <p>91. Perfect Pear</p> <p>92. Oil Lamp</p> <p>93. Jones Surveying</p> <p>94. Kroger</p> <p>95. Publix</p> <p>Steve – 9-20</p> <p>Bryan – 21-32</p> <p>Kelly – 33-44</p> <p>Tish – 45-56</p> <p>Brian – 57-68</p> <p>Carl – 69-80</p> <p>Lee – 81-93</p> |

Perry DDA (Economic Vitality Committee) Program Work Plan for CY 2016 – FY 2017

GOAL	STRATEGY/ EXPLANATION	TIME FRAME	ONGOING	RESPONSIBILITY	COST
1) Maintain and update downtown building/business inventory	Maintain and update list of buildings, businesses		X	Program manager, Community Development	
2) Promote Opportunity Zone and other development incentives	Encourage business recruitment, retention		X	DDA, economic development director, program manager	
3) Prepare business recruitment plan/packet	Use information for business recruitment	9/15/16		Economic development director, program manager, DDA	
4) Implement branding initiative	Brand community		X	DDA/MS, GNFA, city, CVB, Chamber, PDMA	
5) Promote local revolving loan fund, find additional funds	Offer financing for new, expanding businesses		X	DDA	\$25,000 (reserve)
6) Promote and recruit members for BOOST program, award funds	Offer micro-grants from crowd funding		X	DDA serves as pass-through agency for grants	(\$5,000)
7) Outreach - educational programs for businesses, BOOST promotional materials	Partner with Chamber to offer workshops on customer service, etc.	5/30/16		DDA, Chamber	\$400
8) Conduct annual review of mission and vision statements, bylaws and audit	Keep clear and current	6/30/16		DDA and program manager	\$3,200
9) Keep board members familiar with mission, vision statements	Keep clear and current, posted on agendas		X	Board members, program manager to include mission statement on monthly meeting agendas	
10) Keep annual work plan on file with DCA and review at every board meeting (STANDARD 3)	Ensure board focuses on accomplishing annual work plan goals		X	Program manager and board members	
11) Ensure new board members receive state-mandated training	Ensure board complies with state law	12/31/16		Program manager and board members	\$600
12) Conduct parcel assessment	Assess district properties	2/22/16		Program manager, economic development dir	
13) Professional fees for engineer, architectural drawings, redevelop Jaycees or another property	Eliminate redevelopment obstacles	6/30/16		Program manager, economic development director and City	\$15,000
14) Demolition fees for Jaycees building	Demolish building to allow redevelopment	6/30/16		Program manager, economic development director and City	City if demo
15) Retain legal counsel if needed	Assess district properties	6/30/17		City, DDA	

Main Street Coordinator Monthly Report for April 2016

Highlights of completed and/or upcoming project and task highlights

- Prepared agendas, reviewed minutes and attended Main Street 4 Points committee meetings
- Prepared agendas, reviewed minutes and attended DDA and Main Street meetings
- Sent DDA info to Brenda King for financial report she prepares
- Helped to prepare info for FYI newsletter and weekly City Hall TV announcements
- Got police OK on Dogwood Festival notification letters, addressed and stuffed envelopes to merchants – 4/3
- Prepared façade grant closing memos for Catrelsa Benjamin and David Corson – 4/4
- Prepared DCA monthly report and memo on quarterly reports – 4/5
- Attended PDMA meeting – 4/7
- Talked with Bryan Fountain r/e DDA work session, prepared agenda – 4/7
- Talked with county Public Works r/e courthouse parking access during Dogwood Festival, coordinated with Capt. Phelps – 4/7
- Prepared COA staff review form packet for Design Committee – 4/8
- Wrote news release for Lions/Main Street litter cleanup day – 4/8-4/11
- Visited Damascus Road Social Services, Rave Reviews and Brannen Auto with new business packets – 4/8
- Visited Rustic Reclaims to find out about moving plans – 4/8
- Met Amanda Fiebig with Coldwell Banker moving to Perry – 4/9
- Volunteered at Dogwood Festival – 4/9
- Wrote memo on Main Street annual accreditation standards – 4/11
- Contacted Promotion Committee and PDMA r/e their positions on First Friday Cinco de Mayo event – 4/11
- Watched Main Street National Register webinar – 4/12
- Attended DDA work session, prepared documents – 4/12
- Wrote memo on Cinco de Mayo feedback – 4/13
- Visited Access Loan, Lickin' Good Doughnuts, Access Loans, Sherwin Williams, Coldwell Banker – 4/13
- Resent news release for tram tour to media, Main Street and Terre Walker for newsletter – 4/14
- Worked on Main Street accreditation documentation, updated news release on window tour of historic buildings – 4/15
- Scheduled called meeting for Design Committee, worked on draft for COA application/review process – 4/19
- Attended Business of the month at State Bank – 4/20
- Held called Design Committee for meeting to review roof design for Rusty's building – 4/20
- Spoke with Ellen Harris at Savannah planning r/e paint palette – 4/21
- Tried to visit 3G Management with new business info packet but no one was there – 4/21
- Contacted Savannah and Charleston, SC, at city manager's request for color palette information, researched state law r/e color regulation – 4/21
- Prepared memo on event policy recommendations, asked Bill O'Neal and Trish Cossart to review – 4/22
- Prepared for downtown litter cleanup day, organized and coordinated cleanup with public works – 4/22-4/23
- Copied letter on Cinco de Mayo street closures, printed labels and stuffed envelopes – 4/25
- Held called Design Committee meeting to review plans for Sunmark Bank – 4/25
- Attended fire extinguisher training – 4/26
- Attended brand committee meeting – 4/27
- Prepared invoices for tram sign space – 4/27
- Prepared for Carmine Fischetti's visit and worked on COA form – 4/27
- Contacted Lickin' Good Donuts r/e business spotlight – 4/26
- Toured downtown with Carmine Fischetti to get recommendations on downtown projects, streetscape – 4/28
- Wrote memo on Carmine Fischetti's recommendations – 4/29

Openings in or near downtown address type license date jobs location

Will include in May report

Closure notifications and Relocations

2016 CERTIFICATE OF APPROPRIATENESS

<u>APPLICATION #</u>	<u>LOCATION/WORK TO BE DONE</u>	<u>DATE</u>	<u>VALUATION</u>
#16-01	736- Carroll Street (sign)	01.12.16	\$300.00
#16-02	1023/1025 Ball Street (door change remove mansard Roof)	01.26.16	\$16,000
#16-03	914 Carroll Street (paint and remove damaged window)	01.26.16	\$900.00
#16-04	1023 Ball Street (signs)	02.04.16	\$100.00
#16-05	1101 Washington Street (sign)	02.22.16	\$250.00
#16-06	915 Carroll St. (pressure washing and painting)	03.11.16	\$1700.00
#16-07	1307-11 Ball St. (signs)	03.24.16	\$500.00
#16-08	742 Main Street (sign)	03.31.16	\$200.00
#16-09	343 Gen Courtney Hodges Blvd. (sign)	03.31.16	\$600.00
#16-10	753 Commerce St. (sign and awning)	04.05.16	\$1500.00
#16-11	1109 Washington St (rear door and awning) O'Neal Insurance	04.6.16	\$700.00
#16-12	813 Carroll Street (painting, windows, roof) Antiques on Carroll	04.13.16	\$4800.00
#16-13	807 Carroll Street (new metal roof) (Rusty's)	04.20.16	\$25,000
#16-14	604 Gen. Courtney Hodges Blvd. (signs) (Dollar General)	04.20.16	\$15,000
#16-15	904 Carroll Street (signs – using existing) (Eyewear Boutique)	05.02.16	\$0.00
#16-16	910 Carroll Street (signs) (Jones & Company)	05.04.16	\$475.00