

**DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF JONESBORO**  
**Regular Meeting**  
**170 SOUTH MAIN STREET**  
**May 3, 2018 – 6:00 PM**

***NOTE: As set forth in the Americans with Disabilities Act of 1990, the City of Jonesboro will assist citizens with special needs given proper notice to participate in any open meetings of the City of Jonesboro. Please contact the City Administrator's Office via telephone (770-478-3800) or email at [rclark@jonesboroga.com](mailto:rclark@jonesboroga.com) should you need assistance.***

**Agenda**

**I. CALL TO ORDER**

**II. ADOPTION OF AGENDA**

**III. FINANCIAL REPORT**

1. Consideration of Financial Report for four-month period ended April 30, 2018.

**IV. MINUTES**

1. Consideration of the Minutes of the April 12, 2018 Regular Meeting.

**V. AGENDA ITEMS - NONE**

**VI. COMMITTEE UPDATES**

1. Promotions/Organization Committee - Juli Segner, Chairperson  
Absent
2. Economic Restructuring Committee - Sylvester Ford, Chairperson
3. Design Committee - Joel Aviles, Chairperson  
No Update

**VII. EXECUTIVE DIRECTOR'S REPORT**

**VIII. BOARD OF DIRECTOR'S COMMENTS**

**IX. ADJOURNMENT**



CITY OF JONESBORO, GEORGIA COUNCIL  
**Agenda Item Summary**

Agenda Item #

3.1

- 1

COUNCIL MEETING DATE  
May 3, 2018

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

**Requested Action** (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Consideration of Financial Report for four-month period ended April 30, 2018.

**Requirement for Board Action** (Cite specific Council policy, statute or code requirement)

**Is this Item Goal Related?** (If yes, describe how this action meets the specific Board Focus Area or Goal)

**Summary & Background**

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

**Fiscal Impact**

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

**Exhibits Attached** (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- Balance Sheet as of April 30 2018
- P&L as of April 30 2018

**Staff Recommendation** (Type Name, Title, Agency and Phone)

**Approval**

**FOLLOW-UP APPROVAL ACTION (City Clerk)**

Typed Name and Title

Ricky L. Clark, City Manager

Date

May, 3, 2018

Signature

City Clerk's Office

4:45 PM

## Jonesboro Downtown Development Authority

05/03/18

## Balance Sheet

Accrual Basis

As of April 30, 2018

	Apr 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
10.1000 · Suntrust	73,431.26
<b>Total Checking/Savings</b>	73,431.26
Accounts Receivable	
11000 · Accounts Receivable	2,050.00
<b>Total Accounts Receivable</b>	2,050.00
<b>Total Current Assets</b>	75,481.26
<b>TOTAL ASSETS</b>	<b>75,481.26</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Credit Cards	
20.2100 · Suntrust Credit Card	-4,461.65
<b>Total Credit Cards</b>	-4,461.65
<b>Total Current Liabilities</b>	-4,461.65
<b>Total Liabilities</b>	-4,461.65
<b>Equity</b>	
32000 · Unrestricted Net Assets	40,267.33
Net Income	39,675.58
<b>Total Equity</b>	79,942.91
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>75,481.26</b>

Attachment: Balance Sheet as of April 30 2018 (1244 : Financial Report - Ended 04302018)

4:46 PM

## Jonesboro Downtown Development Authority

05/03/18

## Profit &amp; Loss

Accrual Basis

April 2018

	Apr 18
Ordinary Income/Expense	
Income	
43.1000 · Membership Revenue	625.00
Total Income	625.00
Expense	
52.1200 · Professional	2,000.00
53.1100 · General Supplies & Materials	283.03
60.4000 · Bank Service Charges	
60.4001 · QuickBooks Merchant Fees	0.00
Total 60.4000 · Bank Service Charges	0.00
Total Expense	2,283.03
Net Ordinary Income	-1,658.03
Other Income/Expense	
Other Income	
4000 · Interest Revenue	2.27
Total Other Income	2.27
Net Other Income	2.27
Net Income	<u>-1,655.76</u>

Attachment: P&amp;L as of April 30 2018 (1244 : Financial Report - Ended 04302018)

**CITY OF JONESBORO  
DOWNTOWN DEVELOPMENT AUTHORITY  
& MAIN STREET ADVISORY BOARD  
REGULAR MEETING  
170 SOUTH MAIN STREET  
April 12, 2018 – 6:00 PM**

**MINUTES**

The Jonesboro Downtown Development Authority and the Jonesboro Main Street Advisory Board held their Regular Meeting on Thursday, April 12, 2018. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

**AGENDA**

**I. CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Joel Aviles	Board of Directors	Present	
Joy B. Day	Board of Directors	Present	
Sylvester Ford	Board of Directors	Present	
Helen Meadows	Board of Directors	Present	
Allen Roark	Board of Directors	Present	
Juli Segner	Board of Directors	Absent	
Karen Sullivan	Board of Directors	Present	
Ricky L. Clark	Executive Director	Present	

**II. ADOPTION OF AGENDA**

1. Motion to adopt agenda.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Allen Roark, Board of Directors  
**SECONDER:** Helen Meadows, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

**III. FINANCIAL REPORT**

1. Consideration of Financial Statements for three-month period ended March 31, 2018.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Allen Roark, Board of Directors  
**SECONDER:** Sylvester Ford, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

**IV. AGENDA ITEMS**

1. Discussion regarding purchase of equipment necessary for Downtown planters to include the engagement of Duncan's Landscaping firm.

Minutes Acceptance: Minutes of Apr 12, 2018 6:00 PM (MINUTES)

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Sylvester Ford, Board of Directors  
**SECONDER:** Allen Roark, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

2. Discussion regarding approval of 2018 Georgia's Downtown Classic Main Street Memorandum of Understanding and the 2018 National Main Street Center's Affiliate sublicensing agreement.

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Sylvester Ford, Board of Directors  
**SECONDER:** Helen Meadows, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

3. Discussion regarding façade grant applications:  
 Robert McCullough – 137 W. Mill Street (\$1153.50)  
 Charmayne Bradberry – 1423 Stockbridge Road, Suite 6 & 7 (\$547.50)

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Allen Roark, Board of Directors  
**SECONDER:** Karen Sullivan, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

4. Discussion of the Jonesboro Main Street Ambassador Program.

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Allen Roark, Board of Directors  
**SECONDER:** Sylvester Ford, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

5. Discussion regarding an Intergovernmental Agreement by and between the City of Jonesboro and the Downtown Development Authority for the purpose of developing the Firehouse Museum.

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Sylvester Ford, Board of Directors  
**SECONDER:** Helen Meadows, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

## V. COMMITTEE UPDATES

1. Promotions/Organization Committee - Juli Segner, Chairperson

Absent.

2. Economic Restructuring Committee - Sylvester Ford, Chairperson

Minutes Acceptance: Minutes of Apr 12, 2018 6:00 PM (MINUTES)

At this time Mr. Ford thanked the DDA for their approval of the Ambassador Program and advised the Board that the group was currently working on ways to eliminate blight and looking into a housing program.

3. Design Committee - Joel Aviles, Chairperson

No Update.

**VI. EXECUTIVE DIRECTOR'S REPORT**

**VII. BOARD OF DIRECTOR'S COMMENTS**

**VIII. ADJOURNMENT**

1. Motion to adjourn.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Sylvester Ford, Board of Directors  
**SECONDER:** Allen Roark, Board of Directors  
**AYES:** Aviles, Day, Ford, Meadows, Roark, Sullivan  
**ABSENT:** Segner

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JOEL AVILES, CHAIRPERSON

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RICKY L. CLARK, JR. – EXECUTIVE DIRECTOR

Minutes Acceptance: Minutes of Apr 12, 2018 6:00 PM (MINUTES)