

Downtown Development Authority of Bainbridge  
Agenda  
August 15, 2024 | 8:00 a.m.  
Council Chambers | City Hall

**MISSION:** To stimulate revitalization of Downtown Bainbridge by: supporting creative economic development endeavors; enhancing its historic appeal and creativity; endorsing its pride and promise; and embracing its diverse economy.

1. Call to Order & Welcome
2. Recognize Guests/Visitors
3. Approval of Minutes & Financial Report
4. Old Business
  - a. 2024 Work Plan
    - i. Strategy 1: Property Redevelopment
    - ii. Strategy 2: Business Environment
    - iii. Strategy 3: Tourism Destination
5. New Business
  - a. By-Laws Review
  - b. Schedule date for Work Plan Session
    - i. Facilitator
  - c. Director Report/Main Street Monthly Report
  - d. Georgia Downtown Association Conference (Thomasville, August 26-29)
6. Adjourn

**Upcoming Dates**

- September 14: Second Saturday | Downtown Celebration
- September 19: DDA Meeting @ 8 a.m. (City Hall)
- October 26: River South Music + Art Festival
- September 30: Living History Tour (Downtown)

**ATTENDANCE**

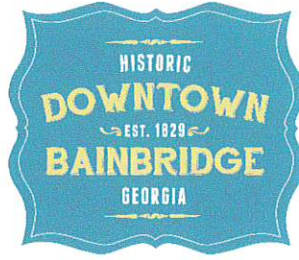
Darrell Cox- 7/17/25 _____	Sterling Widener- 5/7/25 _____	Doug Young- 9/1/25 _____
Tom Conger- 5/7/25 _____	Shae Brouillet- 10/16/24 _____	Brent Warr- 4/20/27 _____
Melinda Taylor- 10/16/24 _____		



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**Downtown Development Authority  
June 20, 2024**

PRESENT: Darrell Cox, Doug Young, Sterling Widener, Tom Conger, Shae Brouillet, Brent Warr, Melinda Taylor & Amanda Glover

VIRTUAL: N/A

ABSENT: N/A

GUESTS: Steve O'Neil

DDA Director Darrell Cox called the meeting to order and welcomed those in attendance.

**MINUTES AND FINANCIAL:** Sterling Widener made a motion, seconded by Shae Brouillet, and unanimously carried to approve the minutes from the May 16, 2024 meeting. Melinda Taylor made a motion, seconded by Brent Warr, and unanimously carried to approve the May 2024 financials.

**OLD BUSINESS:**

**Work Plan Review:**

**A. Strategy 1: Property Redevelopment**

- a. Goal 3: Glover was instructed to request CD rates from local financial institutions.

**B. Strategy 2: Business Environment**

- a. Goal 2: Streetscape projects: Unable to expand the sound system at this time because the same system in the square does not work. The West Street Corridor project is still in the design phase.

**C. Strategy 3: Tourism Destination**

- a. Goal 3: River Connection: Directional signage to/from Chason Park has been ordered.

**NEW BUSINESS:**

- **Director's Report:** Glover met with the downtown business establishments that serve alcohol to update them on the recent changes made to the ordinance. Amanda Glover and Crystal Hines interviewed several people for the Special Events Coordinator position. Alter'd Space opened for business and created 1 job.

With there being no further business to discuss, the meeting was adjourned.

110-DOWNTOWN DEVELOPMENT

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
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ASSETS

=====		
110-0000-11.1110	CASH - GENERAL OPERATING	407,451.73
110-0000-11.1111	MONEY MARKET - PORT CITY	0.00
110-0000-11.1112	MONEY MARKET-FIRST NATIONAL	0.00
110-0000-11.1322	LAND 227 BROUGHTON ST	7,470.24
110-0000-11.1323	220 BROAD STREET (HOOK & LADDE	179,022.67
110-0000-11.1324	110 BROAD STREET	0.00
110-0000-11.1325	BROAD/TROUP ST PARKING LOTS	49,811.07
110-0000-11.1326	HART ROLLINS PARKING LOT	40,000.00
110-0000-11.1327	227 BROUGHTON BATHROOM	301,523.00
110-0000-11.1328	102 WEST ST	0.00
110-0000-11.1329	125 CALHOUN ST	0.02
110-0000-11.1401	ACCRUED INTEREST REC-LEASES	29.93
110-0000-11.1901	A/R LEASE RECEIVABLE	0.00
110-0000-11.3203	DUE TO/FROM WATER & SEWER	0.00
110-0000-11.3204	DUE (TO)/FROM GAS	0.00
110-0000-11.3222	DUE (T)/F GENERAL FUND	( 1,217.40)
110-0000-11.3233	DUE TO/FROM SPOST # 6	0.00
110-0000-11.7510	ACCUMULATED DEPRECIATION	( 30,035.06)
110-0000-11.7515	LEASE ASSET*	50,055.85
110-0000-11.7600	CONSTRUCTION IN PROGRESS	0.00
110-0000-11.7910	ACCUM AMORTIZATION-LEASES	( 15,452.80)
		988,659.25

TOTAL ASSETS

988,659.25

LIABILITIES

=====		
110-0000-12.1100	ACCOUNTS PAYABLE	0.00
110-0000-12.1101	ACCOUNTS PAYABLE	0.00
110-0000-12.2400	ACCURED INTEREST PAYABLE	90.55
110-0000-12.2700	NOTES PAYABLE - CURRENT	0.00
110-0000-12.3101	LEASE LIABILITY	39,184.69
110-0000-12.5300	NOTES PAY NON-CURRENT	0.00
110-0000-12.9303	DEF INFLOWS - LEASES	0.00
		39,275.24

TOTAL LIABILITIES

39,275.24

EQUITY

=====		
110-0000-13.4201	F/B UNRES-UNDESIGNATED	0.00
110-0000-13.4220	TOTAL BEGINNING EQUITY	925,687.62
		925,687.62

TOTAL REVENUES		
TOTAL EXPENDITURES		
REVENUE OVER/(UNDER) EXPENDITURES		
		64,086.07
		40,389.68
		23,696.39

TOTAL EQUITY & REV. OVER/(UNDER) EXP.

949,384.01

TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.

988,659.25

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CITY OF BAINBRIDGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2024

110-DOWNTOWN DEVELOPMENT

% OF YEAR COMPLETED: 83.33

REVENUES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	VARIANCE (UN) FAVORABLE	% YTD BUDGET
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INTERGOVERNMENTAL REVENUE

STATE GOVERNMENT GRANTS	0	0.00	0.00	0.00	0.00
110-0000-33.4110 LOAN PROCEEDS	0	0.00	0.00	0.00	0.00
TOTAL STATE GOVERNMENT GRANTS	0	0.00	0.00	0.00	0.00

TOTAL INTERGOVERNMENTAL REVENUE	0	0.00	0.00	0.00	0.00
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INVESTMENT INCOME

INTEREST REVENUE	0	17.30	110.96	0.00	110.96	0.00
110-0000-36.1000 INTEREST REVENUES	0	17.30	110.96	0.00	110.96	0.00
TOTAL INTEREST REVENUE	0	17.30	110.96	0.00	110.96	0.00

REALIZED GAIN/LOSS-INVST	0	0.00	5,000.00	0.00	5,000.00	0.00
110-0000-36.2000 PROCEEDS FM CLOSING	0	0.00	5,000.00	0.00	5,000.00	0.00
TOTAL REALIZED GAIN/LOSS-INVST	0	0.00	5,000.00	0.00	5,000.00	0.00

TOTAL INVESTMENT INCOME	0	17.30	5,110.96	0.00	5,110.96	0.00
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CONTRIB. & DONATIONS PRIV

CONTRIB. & DONAT.-PRIVATE	0	0.00	0.00	0.00	0.00	0.00
110-0000-37.1000 PROPERTY CONTRIBUTED	0	0.00	0.00	0.00	0.00	0.00
110-0000-37.1004 COMMUNITY CONTRIBUTIONS	0	0.00	230.02	0.00	230.02	0.00
TOTAL CONTRIB. & DONAT.-PRIVATE	0	0.00	230.02	0.00	230.02	0.00

TOTAL CONTRIB. & DONATIONS PRIV	0	0.00	230.02	0.00	230.02	0.00
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MISCELLANEOUS REVENUE

RENTS & ROYALTIES	1,500	0.00	450.00	0.00	1,050.00	30.00
110-0000-38.1002 RENTAL OF PROPERTY	1,500	0.00	450.00	0.00	1,050.00	30.00
TOTAL RENTS & ROYALTIES	1,500	0.00	450.00	0.00	1,050.00	30.00

OTHER

110-0000-38.9000 ORNAMENT SALES	2,500	0.00	1,563.20	0.00	936.80	62.53
110-0000-38.9001 MISC REVENUE	600	0.00	595.09	0.00	4.91	99.18
110-0000-38.9002 LIVING HISTORY	0	0.00	0.00	0.00	0.00	0.00
110-0000-38.9003 GIFT CARD PROGRAM	5,000	50.00	1,970.10	0.00	3,029.90	39.40

110-DOWNTOWN DEVELOPMENT

CITY OF BAINBRIDGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2024

% OF YEAR COMPLETED: 83.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	VARIANCE (UN) FAVORABLE	% YTD BUDGET
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110-0000-38.9999 PRIOR YEAR EXCESS REV	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER	8,100	50.00	4,128.39	0.00	(3,971.61)	50.97

TOTAL MISCELLANEOUS REVENUE	9,600	50.00	4,578.39	0.00	(5,021.61)	47.69
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OTHER FINANCING SOURCES  
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INTERFUND TRANSFERS

110-0000-39.1100 OPERATING TRANSFERS IN	0	0.00	0.00	0.00	0.00	0.00
110-0000-39.1109 TRANSFERS IN	65,000	5,416.67	54,166.70	0.00	(10,833.30)	83.33
TOTAL INTERFUND TRANSFERS	65,000	5,416.67	54,166.70	0.00	(10,833.30)	83.33

TOTAL OTHER FINANCING SOURCES	65,000	5,416.67	54,166.70	0.00	(10,833.30)	83.33
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TOTAL REVENUE	74,600	5,483.97	64,086.07	0.00	(10,513.93)	85.91
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CITY OF BAINBRIDGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2024

110-DOWNTOWN DEVELOPMENT

% OF YEAR COMPLETED: 83.33

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	VARIANCE (UN) FAVORABLE	% YTD BUDGET
NON-DEPARTMENTAL						
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PERSONAL SERVICES						
SALARIES & WAGES						
110-0000-51.1100 REGULAR EMPLOYEES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & WAGES	0	0.00	0.00	0.00	0.00	0.00
EMPLOYEE BENEFITS						
110-0000-51.2200 SOCIAL SEC (FICA) CNTR	0	0.00	0.00	0.00	0.00	0.00
110-0000-51.2201 EMPLOYER INS CONTRIBUT	0	0.00	0.00	0.00	0.00	0.00
110-0000-51.2202 EMPLOYER RETIRE CONTRI	0	0.00	0.00	0.00	0.00	0.00
110-0000-51.2205 CLAIMS PD FOR EMPLOYEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL EMPLOYEE BENEFITS	0	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
PURCHASED/CONTRACT SERV.						
PURCH. PROF.&TECH. SERV.						
110-0000-52.1200 PROF SERVICES	15,000	0.00	1,000.00	0.00	14,000.00	6.67
TOTAL PURCH. PROF.&TECH. SERV.	15,000	0.00	1,000.00	0.00	14,000.00	6.67
PURCHASED PROPERTY SERV.						
110-0000-52.2210 MAINTENANCE & REPAIRS	0	0.00	0.00	0.00	0.00	0.00
110-0000-52.2215 OUTSOURCED (NON-SHOP)	0	0.00	0.00	0.00	0.00	0.00
110-0000-52.2310 RENT OF OFFICES	6,396	533.00	5,330.00	0.00	1,066.00	83.33
110-0000-52.2311 RENTAL OF LAND & BUILD	6,000	500.00	5,000.00	0.00	1,000.00	83.33
TOTAL PURCHASED PROPERTY SERV.	12,396	1,033.00	10,330.00	0.00	2,066.00	83.33
OTHER PURCHASED SERVICES						
110-0000-52.3101 INSURANCE	0	0.00	0.00	0.00	0.00	0.00
110-0000-52.3200 TELEPHONE	0	0.00	0.00	0.00	0.00	0.00
110-0000-52.3202 POSTAGE	0	0.00	0.00	0.00	0.00	0.00
110-0000-52.3300 ADVERTISING-PUB NOTICE	0	0.00	2,105.25	0.00	2,105.25	0.00
110-0000-52.3301 PROMOTIONAL ITEMS	0	0.00	0.00	0.00	0.00	0.00
110-0000-52.3500 TRAVEL	0	0.00	0.00	0.00	0.00	0.00
110-0000-52.3600 DUES & FEES	0	0.00	95.04	0.00	95.04	0.00
110-0000-52.3851 MAINT & SERVICE CONTRA	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER PURCHASED SERVICES	0	0.00	2,200.29	0.00	2,200.29	0.00
TOTAL PURCHASED/CONTRACT SERV.	27,396	1,033.00	13,530.29	0.00	13,865.71	49.39

CITY OF BAINBRIDGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2024

110-DOWNTOWN DEVELOPMENT  
 NON-FUNCTION  
 NON-DEPARTMENTAL

% OF YEAR COMPLETED: 83.33

EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	VARIANCE (UN) FAVORABLE	% YTD BUDGET
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SUPPLIES

SUPPLIES					
110-0000-53.1101 PRINTING & SUPPLIES	0	0.00	0.00	0.00	0.00
110-0000-53.1210 ENERGY-WATER/SEWERAGE	200	0.00	0.00	200.00	0.00
110-0000-53.1230 ENERGY-ELECTRICITY	700	80.55	396.06	303.94	56.58
110-0000-53.1701 SUPPLIES OTHER THAN OF	4,800	0.00	1,561.47	3,238.53	32.53
110-0000-53.1702 GIFT CARD PROGRAM	5,000	47.90	1,843.90	3,156.10	36.88
110-0000-53.1703 SUBSCRIPTION	0	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	10,700	128.45	3,801.43	6,898.57	35.53

TOTAL SUPPLIES

10,700 128.45 3,801.43 0.00 6,898.57 35.53

CAPITAL OUTLAY

PROPERTY					
110-0000-54.1306 PURCHASE/RENOVATE BUIL	0	0.00	0.00	0.00	0.00
110-0000-54.1401 BROUGHTON ST PARKING L	0	0.00	0.00	0.00	0.00
TOTAL PROPERTY	0	0.00	0.00	0.00	0.00

TOTAL CAPITAL OUTLAY

0 0.00 0.00 0.00 0.00 0.00

DEPRECIATION/AMORTIZATIO

DEPRECIATION						
110-0000-56.1000 DEPRECIATION	6,030	1,366.92	11,938.56	0.00	5,908.56	197.99
110-0000-56.1001 AMORTIZED EXPENSE-LEA	8,884	823.88	4,119.40	0.00	4,764.60	46.37
TOTAL DEPRECIATION	14,914	2,190.80	16,057.96	0.00	1,143.96	107.67

TOTAL DEPRECIATION/AMORTIZATIO

14,914 2,190.80 16,057.96 0.00 ( 1,143.96) 107.67

OTHER COSTS

PAYMENTS TO OTH AGENCIES						
110-0000-57.2010 FACADE GRANTS	20,000	0.00	7,000.00	0.00	13,000.00	35.00
TOTAL PAYMENTS TO OTH AGENCIES	20,000	0.00	7,000.00	0.00	13,000.00	35.00

PAYMENTS TO OTHERS

110-0000-57.3002 COMMUNITY ACTIVITIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL PAYMENTS TO OTHERS	0	0.00	0.00	0.00	0.00	0.00

TOTAL OTHER COSTS

20,000 0.00 7,000.00 0.00 13,000.00 35.00

CITY OF BAINBRIDGE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2024

% OF YEAR COMPLETED: 83.33

110-DOWNTOWN DEVELOPMENT  
 NON-FUNCTION  
 NON-DEPARTMENTAL  
 EXPENDITURES

CURRENT BUDGET      CURRENT PERIOD      YEAR TO DATE ACTUAL      TOTAL ENCUMBERED      VARIANCE (UN) FAVORABLE      % YTD BUDGET

DEBT SERVICE

PRINCIPAL  
 110-0000-58.1300 PRINCIPAL PAYMENTS-LEA      0      0.00      0.00      0.00      0.00      0.00  
 TOTAL PRINCIPAL      0      0.00      0.00      0.00      0.00      0.00

INTEREST  
 110-0000-58.2300 INTEREST EXPENSE      0      0.00      0.00      0.00      0.00      0.00  
 TOTAL INTEREST      0      0.00      0.00      0.00      0.00      0.00

TOTAL DEBT SERVICE      0      0.00      0.00      0.00      0.00      0.00

TOTAL NON-DEPARTMENTAL      73,010      3,352.25      40,389.68      0.00      32,620.32      55.32

TOTAL NON-FUNCTION      73,010      3,352.25      40,389.68      0.00      32,620.32      55.32

MAINTENANCE

PURCHASED/CONTRACT SERV.

OTHER PURCHASED SERVICES  
 110-4910-52.3850 CONTRACT LABOR      0      0.00      0.00      0.00      0.00      0.00  
 TOTAL OTHER PURCHASED SERVICES      0      0.00      0.00      0.00      0.00      0.00

TOTAL PURCHASED/CONTRACT SERV.      0      0.00      0.00      0.00      0.00      0.00

TOTAL MAINTENANCE      0      0.00      0.00      0.00      0.00      0.00

TOTAL ENG/COMMUNITY SERVICES      0      0.00      0.00      0.00      0.00      0.00

TOTAL EXPENDITURES      73,010      3,352.25      40,389.68      0.00      32,620.32      55.32

REVENUE OVER/(UNDER) EXPENDITURES      1,590      2,131.72      23,696.39      0.00      22,106.39      1,490.34

\*\*\* END OF REPORT \*\*\*

**BY-LAWS**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**OF BAINBRIDGE, GEORGIA**

**ARTICLE I**

MEMBERS

**Section 1.** Management Powers, Number, Qualification and Term. The property, affairs and business of the Downtown Development Authority of Bainbridge shall be managed by its directors consisting of seven persons, appointed from time to time as provided by law. The qualifications of the directors shall be as provided by law. Each director shall serve for the length of time provided by law.

**Section 2.** Powers. The directors shall have such power and authority as is conferred upon them by the Downtown Development Authority Law of 1981, as the same now exists or may hereafter be amended, and such other power and authority as may be contained under the Constitution and the Laws of the State of Georgia as the same may now or hereafter exist.

**Section 3.** Regular Meetings. Regular meetings of the Authority shall be held as called by the Chairman of the Authority. Notice of the time and place of such meeting may from time to time be fixed by resolution of the Authority, or if not fixed by the Chairman in the same manner as hereinafter specified or giving notice of special meetings.

**Section 4.** Special Meetings. Special meetings may be held upon the call of the Chairman, Vice Chairman, Secretary/Treasurer, or any two directors at such time during regular business hours and at such place within the City of Bainbridge, Georgia, as

shall be specified in the notice of such meeting. Notice of special meetings may be either oral or written. Oral notice may be delivered personally or by telephone and shall be given at least twenty-four (24) hours prior to the time of the meeting. Written notice may be sent by mail, or telegram or delivered personally. If delivered personally or by telegram, such notice shall be delivered twenty-four (24) hours prior to the time of the meeting. If written notice is sent by mail, such notice shall be mailed two (2) days prior to the time of the meeting. Unless specified otherwise, any notice hereinafter called for in these by-laws shall be given as specified in this section. No notice of any meeting need be given any director who attends such meeting unless such director attending at the beginning of such meeting states any objection or objections to the place and time of the meeting, to the manner in which it has been called or convened or to the transaction of business. No notice shall be required to be given any director who at any time before or after the meeting waives notice of the meeting in writing.

**Section 5.** Quorum. A majority of the directors, at a meeting duly assembled, shall constitute a quorum for the transaction of business. Unless otherwise specifically required by statute or these by-laws, the act of a majority of such directors present at a meeting of which a quorum is present shall be the act of the Authority, and if at any meeting of the Authority there shall be less than a quorum, a majority of those present may adjourn the meeting without further notice, until a quorum shall have been obtained.

**Section 6.** Parliamentary Procedures. In case of dispute concerning parliamentary procedures governing the conduct of meetings of the Authority, Roberts Rules of Order shall govern.

**Section 7.** Nominations and Elections of Members. Prior to the expiration of the term of any director of the Authority, the Board shall act as a nominating committee to submit nominations for directors to the Bainbridge City Council.

**Section 8.** Attendance. Should a member fail to attend 60 percent of the regularly scheduled meetings for a period of any twelve (12) consecutive months, or be absent for three consecutive regularly scheduled meetings, the Board shall request the resignation of such director, in writing, by U.S. Mail, return receipt requested. Should such Director fail to resign within one week of receipt of the request for resignation, the Board shall request that the City Council remove such Director and appoint a replacement.

## ARTICLE II

### OFFICERS

**Section 1.** Number. The directors shall elect from one of their number a Chairman, Vice Chairman.

**Section 2.** Election. New officers shall be elected for the following year at the regular September meeting. If the regular September meeting falls on a national holiday, then the meeting shall be held on the next succeeding day which is not a national holiday. Notice of the time and place of such meeting shall be given by the chairman.

**Section 3.** Term and Removal. All officers shall be elected by and serve at the discretion of the directors of the authority then in office. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, shall be filled by the

directors for the unexpired portion of the term. Resignation shall be submitted in writing to the Chairman.

**Section 4.** Powers. The powers and duties of the several officers shall be as provided from time to time by resolution or other directive of the directors. In the absence of such provisions, respective officers shall have the powers and shall discharge the duties customarily and usually held and performed by like officers of authorities similar in organization and purposes to this Authority. The Recording Secretary, if a nonmember, shall attend meetings for the purpose of recording the minutes of such meetings, but shall not have any of the powers, rights, or duties of directors.

**Section 5.** The position of Secretary to Bainbridge Main Street/Tourism office will serve as Secretary/Treasurer and duties shall be as follows:

- (a) Keep the minutes of the Downtown Development Authority meeting; see that all notices are duly given in accordance with the provisions of these by-laws or as required by law; keep a register of the post-office address of each members which shall be furnished to the Secretary by such members; and in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him by the Chairman or by the Authority Board members.

### **ARTICLE III**

#### **FISCAL YEAR**

**Section 1.** Time. The fiscal year of the Authority shall begin on the first day of October of each year and end on the last day of September of each year.

**Section 2.** Annual Audit. The Secretary/Treasurer shall cause an annual audit of the books of the Authority to be made at the end of each fiscal year and present such audit to the directors of the Authority. A copy of the audit shall be filed with the State Auditor, if necessary to comply with the Local Government Financial Management Standards Act (Georgia Laws 1980, p. 1738).

#### **ARTICLE IV**

##### DEPOSITORIES

**Section 1.** Depositories. The Authority shall from time to time provide by resolution or resolutions for the establishment of depositories for fund of the Authority.

**Section 2.** Execution of Notes, Drafts, and Checks. All drafts, checks, etc., drawn against accounts of the Authority shall be signed by any two of the three officers.

#### **ARTICLE V**

##### COMMITTEES

**Section 1.** Committees. There shall be four committees, designated by the Authority as follows:

1. Design committee: Major responsibility will be to create an attractive, coordinated, quality image of the downtown.
2. Economic restructuring committee: Major responsibility will be to market the downtown in such a way as to fill empty buildings as they become vacant.
3. Promotion committee: Major responsibility involves coordinating advertising, promoting a positive image of downtown Bainbridge and planning special promotional events.

4. Organization committee: Involves recruiting and organizing volunteers interested in Main Street.
5. Committee chairmen: The chairmen of the committees shall come from the membership of the Authority.

## **ARTICLE VI**

### AMENDMENTS

**Section 1.** Amendments. The by-laws of the Authority shall be subject to alteration, amendment or repeal, and new by-laws not inconsistent with any laws of the State of Georgia creating this Authority may be made by the affirmative vote of a majority of the directors then holding office at any regular or special meeting of the directors. Proposed amendments shall be submitted in writing to all directors of the Authority ten (10) days prior to the meeting at which such amendment will be considered. If such written proposed amendment is submitted by mail, it shall be deemed to be delivered when deposited in the United States Mails properly addressed and with sufficient postage thereon.

**DIRECTOR'S REPORT**  
**July & August 2024**

**ORGANIZATION**

- Second Saturday: School Drive
- Facebook (last 28 days)
  - Followers:
    - Men 19.6%
    - Women 80.4%
  - Post Reach: 7297
  - Post Engagement: 6217
  - New Page Likes: 11
  - New Page Followers: 19
- Instagram
  - Followers: 1889
- Remind App
- Coffee + Conversations
- BOOMS Tracker: inputting data into system. Tracks parcels w/buildings, buildings w/vacancy, maintenance/repair needs, significant bldgs., current housing units, ground floor w/vacancy, upper floors w/vacancy etc.
- DDA Board meeting

**PROMOTION**

- Second Saturday
- Downtown Events: 3                      Attendance: 6150
- Downtown Dollars
  - All-Time Amount:
    - Load: \$10,640
    - Spent: \$8219

**ECONOMIC DEVELOPMENT**

- Business(es) Opened: N/A                      Jobs Created:
  - Nick's Bar
  - Rivercity Running
  - Juliette's Boutique
  - Suarez Underground
  - Wild Aces Boutique
- Business(es) Closed: 1                      Jobs Lost: 5
- Properties Sold: 4

**DESIGN:**

- No report