



Pat Thomas – Chairman  
David “Mit” Kirkland – V. Chair  
Letetia Jackson – Treasurer  
Susan Wilkins – Secretary  
Cliff Mendheim  
Deavours Clark  
Bob Woodall  
Jamie Bienvenu – Exec Director

PO Box 896 Dothan, AL 36302  
334-793-3097

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**DDRA AGENDA**  
**02/16/2022**

The DDRA will hold its regular meeting on Wednesday, February 16, 2022 at 3:00 p.m. in the City Commission Chambers, Second Floor of the Dothan Civic Center.

1. Approve minutes of January 19, 2022.
2. Old Business
  - A. Projects
    - i. Other Old Business
3. New Business
  - A. Finance & Investment Committee Report
    - i. Finance Statement Review
    - ii. Expenses for Approval
  - B. Projects Committee Report
  - C. Personnel Committee Report
  - D. Executive Directors Report
  - E. Main Street Committees Report
  - F. Strategic Plan
  - G. Other New Business
    - i. ELECTION OF OFFICERS
4. Discussion for Next Meeting Date: March 16, 2022, at 3 p.m.
5. Adjourn
6. Privileges of the Floor

**DOTHAN DOWNTOWN REDEVELOPMENT AUTHORITY  
MEETING MINUTES  
JANUARY 19, 2022**

The Dothan Downtown Redevelopment Authority (DDRA) held its regular meeting on Wednesday, January 19, 2022, at 3:00 p.m. in the City Commission Chambers, Second Floor of the Dothan Civic Center.

**Members Present:** Pat Thomas, Chair; David “Mit” Kirkland, Vice-Chair; Susan Wilkins, Secretary; and Bob Woodall.

**Members Absent:** Cliff Mendheim, Letetia Jackson, Treasurer; and Deavours Clark.

**Others Present:** City Manager, Kevin Cowper; Jamie Bienvenu, DDRA Director; and, Theresa Eddy, Secretary.

Chair Thomas called the meeting to order at 3:00 p.m.

**1. Approve Minutes of December 15, 2021**

*Ms. Wilkins motioned to approve the minutes, Mr. Woodall seconded, and the motion carried.*

**2. Old Business**

**A. Projects - None**

- i. Other Old Business – None

**3. New Business**

**A. Finance & Investment Committee Report**

**i. Financial Statement Review**

Ms. Wilkins submitted expenses for approval.

**ii. Expenses for Approval**

The fiscal year 2022: October 2021 – September 2022

December 16, 2021, to January 14, 2022

Pre-approved Expenses	\$	0
Non-Reoccurring Expenses:	\$	155,834.30
Reoccurring Expenses:	\$	5,401.09
<b>Total Pending Expenses:</b>		<b>\$161,235.39</b>

*Ms. Wilkins stated that a large portion of the Non-Reoccurring Expenses was for the approved purchase of \$149,872.00 for the acquisition of 123 N. Foster Street. Ms. Wilkins made a motion to approve, Mr. Woodall seconded, and the motion carried.*

**B. Projects Committee Report**

- i. None

**C. Personnel Committee Report**

- i. None.

**D. Executive Director's Report**

– By DDRA Director, Jamie Bienvenu

**i. CBS National News in Dothan**

CBS was in Dothan doing a story on Kelsey Clark of KBC. Ms. Bienvenu informed all the merchants, cleaned up the whole area, including the streets. Mr. Woodall stated that CBS Saturday morning was likely to be the airtime.

**E. Main Street Committee Report**

**i. Main Street Meeting**

The quarterly Main Street Merchant's meeting was held on Thursday, January 20 at 2:00 p.m., in the Turner Room. Discussions included upcoming events and promotional items for the merchants through this program.

**ii. Heritage Talk Series**

Held on Thursday, January 27 at 10:00 a.m. Evergreen Creative will be videotaping at Porter Hardware and speaking with Russell and Reuben. Participation from the board members was highly recommended.

**iii. 2022 Mardi Gras Parade**

Preparations have begun. The permit has been submitted. There will be a pre-parade tailgate on Foster Street starting at 1:30 pm. There will be barricades, music in both parks, a balloon show, free face painting, bounce houses, and craft activities.

**F. Strategic Plan Updates - None**

**G. Other New Business**

**i. Election of Officers**

Chair Thomas moved this to the February 16 meeting.

- ii. Mr. Bienvenu stated that the Hump properties have been shown to prospective buyers a few times. It's been decided that before they show again, they will hire an agency to clean up the inside to make it more show worthy. Chair Thomas stated that they will send it out to bid if it goes over a certain amount.

- iii. Art Festival in March – DDRA will sponsor. They will be setting up at Waldington Park for music and creating a temporary stage. They will be using Porter Park for their art, and they plan on closing the street. Chair Thomas suggested partnering with other organizations to stock 25 white tents with the Love Dothan logo for events downtown.

- iv. Mr. Woodall stated that Mike Schmitz invited the DDRA board members, and significant other, to Tuesday nights, Alabama Sport-Adventure Hall of Fame induction ceremony at the Civic Center.

4. **Discussion for the next meeting date:** February 16, 2022, at 3:00 p.m.

5. **Adjourn**

*Ms. Wilkins made a motion to adjourn, Mr. Woodall seconded, and the motion carried.* The meeting adjourned at 3:19 p.m.

6. **Privileges of the Floor**

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Pat Thomas, Chairman

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Susan Wilkins, Secretary

22-Jan

Income	2021 -2022 Budget Total	Actual Income Total	% to budget
Income Guaranteed	\$ 425,000	\$ 200,000	47%
Additional Income		\$ 47,108	
Program Revenues co-op	\$ 13,400	\$ 1,308	20%
Façade Grant	\$ 10,000	\$ -	0%

EXPENSES	2021 -2022 Budget	Actuals	% to budget
Juvenile Building (\$9k x 6yrs)	\$ 9,000	\$ 9,000	100%
Juvenile Building	\$ 5,400	\$ 987	18%
Projects	\$ 67,000	\$ 102,224	153%
Jimmy Grant Award	\$ 150	\$ -	0%
Dumpster co-op (program expenditures) + county	\$ 6,700	\$ 3,428	51%
County green space yearly lease	\$ 200	\$ 200	100%
Events	\$ 69,500	\$ 25,415	37%
Auditing	\$ 3,500	\$ 1,900	54%
Legal	\$ 2,000	\$ -	0%
USPS - PO BOX	\$ 155	\$ 188	121%
PCJ Park - utilities (deed to city)	\$ 1,200	\$ 365	30%
Dues & Publications	\$ 1,593	\$ 239	15%
Insurance D&O ins + liability	\$ 10,392	\$ 2,865	28%
Strategic Planning	\$ 2,500	\$ -	0%
MainStreet Program	\$ 20,000	\$ 4,947	25%
Website Hosting	\$ 780	\$ 585	75%
Payroll & PR Taxes & Phone Reimb	\$ 66,692	\$ 27,746	42%
Property Tax - Houston County. (Purchase only)	\$ -	\$ -	#DIV/0!
Travel & Training Expense ( was \$2k)	\$ -	\$ 232	0%
Porter Operating Expense	\$ 57,800	\$ 24,409	42%
Additional Projects:	\$ -	\$ 151,497	#DIV/0!
<b>BUDGET EXPENSES</b>	<b>\$ 324,561.68</b>		
<b>BUDGET INCOME</b>	<b>\$ 448,400.00</b>		
	<b>\$ 123,838.32</b>		

**DOTHAN DOWNTOWN REDEVELOPMENT AUTHORITY**  
**EXPENSES FOR APPROVAL**  
**For the Period From Jan 14, 2021 to Feb 12, 2022**

**PENDING EXPENSES**

**Previously Approved:**

01/28/2022	8615	HONEY BEE TEES	\$	55,000.00	SPECIAL PROJECT ALLOCATION
<b>TOTAL</b>			<b>\$</b>	<b>55,000.00</b>	

**Board Approval Items**

02/04/2022	8616	MELISSA REZABECK	\$	190.00	MARDI GRAS WINDOWS
02/04/2022	8617	FRESH START CLEANING	\$	100.00	CLEANING SERVICE
02/11/2022	8618	APAXX	\$	68,223.00	MOODY PROJECT-ROOF
02/11/2022	8624	LIVE AT THE OPERA	\$	10,000.00	THE LOOP FEST SPONSORSHIP
02/11/2022	8627	HONEY BEE TEES	\$	45,000.00	SPECIAL PROJECT APPROPRIATION
02/11/2022	8629	RACHEL KURTZ	\$	187.50	MARDI GRAS WINDOWS
2/13/22		FIVE STAR CC	\$	530.47	CANVA & QUICKBOOKS 67.49, TROY 267.98, PCP 195.00
<b>TOTAL</b>			<b>\$</b>	<b>124,230.97</b>	

**Reoccurring Expenses**

02/11/2022		RUBBEN WHITEHURST	\$	432.21	PORTER OPERATIONS March 1ST
02/11/2022		RUBBEN WHITEHURST	\$	432.21	PORTER OPERATIONS MARCH 15TH
02/11/2022	8631	JAMIE BIENVENU	\$	391.00	Feb REIMBURSEMENT PHONE, INS
02/11/2022	8628	MARTIN ENVIRONMENTAL	\$	617.50	
02/11/2022	8619	DOTHAN UTILITIES	\$	1,304.71	porter \$1070.46 , juvenile \$186.44, PJP \$47.81
02/11/2022	8623	LEAF		197.26	PRINTER INV
02/11/2022		HARRIS SECURITY SYSTEMS	\$	63.95	JAN
02/11/2022	8621	MULLER COMMUNICATION	\$	51.00	PORTER PRINTER
02/11/2022	8625	WOW	\$	29.76	PHONE
02/11/2022	8622	WRC		1616.28	PORTER OPERATIONS
02/11/2022	8620	Houston County Commission	\$	225.00	CO-OP
1/19/22		TROY CABLE	\$	267.98	PORTER INTERNET
<b>TOTAL</b>			<b>\$</b>	<b>5,628.86</b>	

**TOTAL PENDING EXPENSES                    \$    184,859.83**

## DDRA STRATEGIC PLANNING OVERVIEW-FEBRUARY 2022

### TOP PRIORITY

1. **Downtown Hotel: Development**
  - a. Developer
  - b. Work with city on Incentives package
  - c. Total progress percentage: 0%
  
2. **City Code Changes: Advocacy**
  - a. Advocate for code change and enforcement
  - b. Total progress percentage: 100%
  
3. **Juvenile Justice Building: Developer Secured/DDRA Development**
  - a. Developer secured
  - b. Total progress percentage: 0%
  
4. **KBC Market (with Visit Dothan, Chamber of Commerce and the City of Dothan)**
  - a. Work with partners to develop a plan
  - b. Total progress percentage: 100%

### HIGH PRIORITY

1. **George Washington Carver Trail/Mural Trail Link: Development (with City of Dothan)**
  - a. Work with City to develop an action plan
  - b. Total progress percentage: 0%
  
2. **Farmers Market Development**
  - a. Purchase property: 100%
  - b. Identify funding sources for build out:
  - c. Work with FM Committee on Master Plan:
  - d. Total progress percentage: 33%
  
3. **Splash Pad: Development (Popular Head Park)**
  - a. Develop a plan
  - b. Identify funding needed
  - c. Total progress percentage 0%
  
4. **Hump Area Development: Screening Vacant Buildings**
  - a. Develop Plan
  - b. Install
  - c. Total progress percentage: 25%

### MODERATE PRIORITY

1. **Brewery/Distillery Attraction**

- a. Identify possible locations
- b. Work with city on Incentives package
- c. Total progress percentage: 90%

**2. The "Block" Development: Active Partnership with Developer**

- a. Work with developer to Identify key anchors
- b. Total progress percentage: 0%

**3. Downtown Beautification Plan: Development**

- a. Create a master beautification Plan
- b. Total progress 50% complete