

AGENDA
DOWNTOWN DEVELOPMENT AUTHORITY MEETING

Monday, February 23, 2026

6:15 pm



1. Meeting Call to Order – Mari Melendez
2. Public Comment
3. December Financial Report – Treasurer, Michael Rickman
4. Approval of February 2, 2026 Minutes – Mari Melendez
5. Sound System Updates – Brandon Swafford
6. Market at the Mill Updates – Melissa Conner
7. Open Discussion Items
8. Adjourn

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the City Clerk at 678-840-1229 10 business days before the scheduled meeting to allow the City to make reasonable accommodations for those persons.



Villa Rica Development Authority

Meeting Minutes

Monday, February 2, 2026

The Downtown Development Authority of the City of Villa Rica met in a special called session on February 2, 2026, at 6:15pm at the Holt-Bishop Center. This meeting was rescheduled from January 26th due to a Winter Weather closing of the City.

Present : Alan Martinez, Ellen Wynn McBrayer, Mari Melendez, Andre Westfield, Michael Rickman, Brandon Swafford.

Meeting called to order at 6:18 by Mari Melendez

Public Comments: Roderick Dobbs spoke up about ensuring that all City meetings are ADA compliant. Currently for someone with a hearing impairment, there is not a way to sit in a live meeting and know what is being said.

Financial report approved

Minutes approved with the note to correct Andre West to Andre Westfield

Norfolk Southern Lease Renewal – Voted, All in Favor, Signed

Downtown Updates/Open Discussion Items-

Discussed the development of the new Downtown Market which will be called Market at the Mill. It was decided that we will hold the market on Thursdays from 4pm-7pm and will run from May-September. Alan recommended that we also use this as an opportunity for it to be an incubator program for potential and current downtown businesses to grow.

Discussed ensuring vendors have cottage licenses and look into Kona Ice as a food truck option.

Brandon said he is going to look into pricing on sound systems.

Melissa will create logos for Market at the Mill and present to DDA for them to choose to represent the new market.

Discussed downtown bench project and some of the repositioning of the benches.

Need to discuss the 12,451.91 negative amount showing in the finances.

Jason/Joseph from Carroll Tomorrow plan to come to speak with Corinne Thorton at next meeting.

Meeting Adjourned at 7:20 pm

CITY OF VILLA RICA
BALANCE SHEET
JANUARY 31, 2026

DOWNTOWN DEV. AUTHORITY

ASSETS

810-111112	CHECKING, DOWNTOWN DEV AUTH.	36,541.15	
810-111113	DDA - PETTY CASH	17.45	
	TOTAL ASSETS		36,558.60

LIABILITIES AND EQUITY

LIABILITIES

810-121800	DUE TO VILLA RICA	49,000.00	
	TOTAL LIABILITIES		49,000.00

FUND EQUITY

810-134200	UNAPPROPRIATED FUND BALANCE:		
	FUND BALANCE, UNASSIGNED	(13,163.80)	
	REVENUE OVER EXPENDITURES - YTD	722.40	
	BALANCE - CURRENT DATE	(12,441.40)	
	TOTAL FUND EQUITY		(12,441.40)
	TOTAL LIABILITIES AND EQUITY		36,558.60

CITY OF VILLA RICA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING JANUARY 31, 2026

DOWNTOWN DEV. AUTHORITY

	MTH BUD	MTH ACT	MTH VAR	YTD BUD	YTD ACT	YTD VAR	YEAR BUD
810-361100 INTEREST	0.00	10.51	10.51	0.00	42.40	42.40	0
	0.00	10.51	10.51	0.00	42.40	42.40	0
810-389100 MISC. INCOME	0.00	0.00	0.00	0.00	680.00	680.00	0
TOTAL SOURCE 38	0.00	0.00	0.00	0.00	680.00	680.00	0
TOTAL FUND REVENUE	0.00	10.51	10.51	0.00	722.40	722.40	0
NET REVENUE OVER EXPENDITURES	0.00	10.51	10.51	0.00	722.40	722.40	0