

MONROE
DOWNTOWN
DEVELOPMENT AUTHORITY
RULES OF THE CHAMBER

Any person wishing to address the Board shall step up to the podium/front of room, state their name and address in an audible tone of voice for the record, and unless further time is granted by the Board, shall limit their address to three (3) minutes. A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Board.

Any person who does not wish to address Board from the podium/front of room, may print their name, address and comment/question which he/she would like brought before Board on a card provided by a staff member and return the card to a staff member before the meeting begins. The staff member will address the presiding officer at the start of Public Comments on the Agenda, notifying him of the card comment, and read the card into the record for response.

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon one weeks' notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9136.

AGENDA
REGULAR MEETING
Wednesday, August 16, 2023, 8:30 A.M.
CITY HALL, COUNCIL CHAMBER, 120 E. FIRST ST.

1. Call to Order

2. Roll Call

3. Vision Statement

- *In 2027, downtown Monroe will be a vibrant and walkable destination where retailers, restaurants, and residential spaces combine into a lively shopping and entertainment district. All historic buildings have made improvements from façade renovations to new signage to outdoor seating. The downtown is united by an attractive, functional streetscape that is welcoming and accessible to all.*

4. Approval of the Meeting Agenda

5. Public Comment (3 minutes per individual)

6. Consent Agenda

Action Requested

- A. Approval of Minutes
 - i. Minutes of July 19, 2023 as presented
- B. Financial Reports
 - i. July, 2023 DDA Preliminary Itemized Expenditure Report FY 2022-23
 - ii. July, 2023 DDA Revenue and Expenditure Report FY 2022-23

7. Presentation: Downtown Business Owner – Nate Thompson

Information Only

8. Financial Updates

Action Requested

- A. Recent invoices for approval
 - a. Google Workspace – \$12
 - b. Revize LLC – \$2,100
 - c. James Jacobs Architects – \$5,000
 - d. FastSigns – \$191.50
- B. Project balances

Information Only

9. Project/Work Plan Updates – Amy Zarend

- A. 13 W. Front St. Renovation
- B. Heart of Monroe Pocket Park Project
- C. Winter Banners

Action Requested

- D. Summer Banners (Hometown Heroes) – Mary Hastings
- E. EV Stations
- F. Connector Project Completion

Action Requested

10. New/Other Business

- A. By-Laws Update Approval
- B. BIG Grant Review Committee Update
- C. Board Pictures & Profiles for Web Site

**Action Requested
Information Only
Information Only**

11. City/DDA Liaison Updates

- a. Updates re: MinuteTraq
- b. Work plan development committee (Due 11/2023)
- c. DDA Board orientation (October)
- d. Annual Report

Information Only

12. Board Comments

Information Only

13. Adjournment

Action Requested

REMINDERS

*****Next meeting date: Wednesday, September 20, 2023 - 8:30am @ City Hall**

***Agenda items due to Amy by: September 11, 2023**