

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, June 17, 2015  
First Floor Conference Room  
Monroe City Hall**

Chairperson Shaun McGowan called the meeting to order at 7:45 a.m.

## **1. Roll Call**

Present: Chairperson Shaun McGowan, Mayor Robert Clark, Kimberle Daniels (arrived at 7:46 a.m.), Les Lukacs, Jodie Stevens, Tom Stewart, Anthony Trujillo (arrived at 7:49 a.m.), Cheri Weakly (left at 8:48 a.m.)  
Excused: Scott Goocher  
Unexcused: Christopher Bica  
Staff: Paula Stanifer  
Guests: No guests

## **2. Consent Agenda**

- A. Approval of June Agenda
- B. Approval of Minutes of May 20, 2015 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Ms. Stevens, seconded by Mayor Clark to approve the Consent Agenda.  
*Motion carried unanimously.*

## **3. 2014-2015 Work Program**

### **A. Committee Project Status Reports**

1. Design Committee – Jodie Stevens  
-We have received positive comments about flowers and planters. A very nice selection this year.
2. Promotions Committee – Mary Gail Beneteau  
-Flea Market was a great success. We will continue next year.  
-Wine Crawl is July 17. Tickets will go on sale June 19.
3. Development Committee – Jim Jacobs  
-Ms. Stevens reported on website RFP. Mayor Clark reported on consultant the City is hiring for branding and City website. We need to coordinate all efforts.

Motion by Mr. Stewart, seconded by Ms. Weakly to approve RFP as submitted.  
*Motion carried unanimously*

4. Façade Grant Committee – Scott Goocher
  - a. 29 East Front Street  
Façade is complete. Pictures were passed showing before and after.

Motion by Ms. Stevens, seconded by Mr. Lukacs, to reimburse 29 East Front Street \$7,257.50 for façade improvements.

***Motion carried unanimously***

Mr. Goocher is the new chairperson of the Façade Grant Committee. A meeting will be set to reevaluate the façade program.

#### **B. DDA Office Report**

##### 1. Outgoing board members

-Ms. Stanifer thanked Ms. Weakly for her 8+ years of service on the DDA. Ms. Weakly will remain on the Design Committee, and will continue to be the eyes and ears of Downtown.

##### 2. New Downtown Brochures

-Ms. Stanifer is working with the Tourism Bureau and Monroe News to create a new brochure. Retail businesses, restaurants, and servicing offices (chiropractic, hair salons, etc.) will be listed. Other offices, such as attorney offices, will be listed only if they purchase an ad.

#### **4. Other Business**

##### A. 44 and 48 South Monroe Street

Mayor Clark reported on options for these foreclosures. 1) The DDA/City can purchase. 2) Land Bank can purchase. 3) Auction to anyone.  
Discussed the need for a performance bond for these properties.

##### B. Administrative Assistant Review

Closed session was held.

#### **5. Communication**

-Mayor Clark announced the new DDA members. George Boyan, a Downtown resident will be filling Mr. Pipis' unexpired term, and Joe Peruski from Monroe Currency and Coin will be filling Ms. Weakly's spot. His term will be for 4 years.

-Mayor Clark commented that City Council and the DDA need to meet to discuss goals and objectives. Both need to see what each is doing regarding priorities.

-Mr. Trujillo inquired about the carriage rides during the Tree Lighting Event. He knows someone who has a wagon to carry more people. Ms. Stanifer mentioned that the DMBN pays for the carriage rides. Mr. Trujillo will get the name of the person to Ms. Stanifer and she will pass along to the DMBN.

-Mr. Trujillo would like speakers to come to our meetings and explain what they are doing. For example, DMBN, Chamber, John Patterson, and the Battlefield group.

#### **6. Adjournment**

A motion to adjourn was made by Ms. Stevens, supported by Mr. Trujillo at 8:56 a.m.

***Motion carried unanimously***