

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, July 15, 2015  
First Floor Conference Room  
Monroe City Hall**

Chairperson Shaun McGowan called the meeting to order at 7:46 a.m.

## **1. Roll Call**

Present: Chairperson Shaun McGowan, George Boyan, Mayor Robert Clark, Scott Goocher, Joe Peruski, Tom Steward, Anthony Trujillo (arrived at 7:53 a.m.)  
Excused: Les Lukacs, Jodie Stevens  
Unexcused: Christopher Bica, Kimberle Daniels  
Staff: Paula Stanifer, Dan Swallow  
Guests: No guests

Introductions of all members.

## **2. Consent Agenda**

- A. Approval of July Agenda
- B. Approval of Minutes of June 17, 2015 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Mr. Goocher, seconded by Mayor Clark to approve the Consent Agenda.  
*Motion carried unanimously.*

## **3. 2015-2016 Work Program**

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

1. Design Committee – Jodie Stevens
  - The Design Committee did not meet. Fall cleanup and scarecrow decorating will occur in September. Date has not been set yet.
2. Promotions Committee – Mary Gail Beneteau
  - Wine Crawl is this Friday. There are 19 stops, 4 musicians, and several artists. Also, someone from the Alley Project will be there as well to answer alley questions.
3. Development Committee – Jim Jacobs
  - RFP for the website was sent out. We have received about six inquiries so far. Proposals are due in August.
  - Parking is still being looked at. Committee members are recording observations to bring to committee meeting.
  - Parking Permits are being reviewed as well.

-There are a parking enforcement meeting yesterday. Very well attended. Enforcement officers have set routes; sometimes they are together. Several suggestions were made: need better enforcement on Monroe Street, longer times: 8:00 a.m. to 5:30 p.m.

-Saturday enforcement was discussed. Mr. Peruski stated that on Saturdays the office building near him has seminars and there is no parking until 1:00 p.m.

-Mr. Peruski stated people are turning right out of the alley which is the wrong way. Mayor Clark will send a sign request to Mr. Lewis as no sign current exists.

4. Façade Grant Committee – Scott Goocher

-Mr. Goocher briefly discussed the new façade application that the committee is working on.

a. 34 South Monroe Street

Discussion on the project. Committee would like to see windows repaired/replaced. Just paint is not enough to warrant a major change. Owner has been contacted with this information and is not willing to change windows at this time.

Motion by Mayor Clark to accept the recommendation of the façade committee to deny funding on this project. Mr. Trujillo seconded.

*Motion carried unanimously*

b. 321 North Monroe Street

Discussion on project. Committee feels the proposed project will enhance the façade and blend in better with the surroundings. HDC did not have an opinion on this building as it is out of the Historic District.

Motion by Mr. Trujillo to accept the recommendation of the façade committee to offer a \$10,000 reimbursement grant. Mr. Peruski seconded.

*Motion carried unanimously*

**B. DDA Office Report**

1. Welcome new board members

-A welcome to the new members. Mayor Clark briefly discussed the introduction letter Ms. Stanifer send to the new members.

-Board members need to sit on a committee. Mr. Peruski is already on the Development Committee. Mr. Boyan needs to choose a committee.

Ms. Stanifer reported that we will be saving approximately \$35 per month on the phone bill. It was discovered that we have been paying for the old phone from when the office was on East Front Street. Only 4 calls have been routed to our “new” number over the last six months.

**4. Other Business**

-Mr. Boyan discussed that there are several homeless people living Downtown in the pavilion and in the parking lot.

-Mr. Boyan would like to see the Riverwalk swept each week to keep it clean. He mentioned several private properties that need attention. Mr. Swallow mentioned the Action Line is the best place to report this.

-Mr. Trujillo also indicated that the Riverwalk needs attention.

#### **5. Communication**

-Mayor Clark discussed “TIF” funding.

-Mayor Clark indicated that City Council and the DDA need to meet to discuss our Strategic Plan. The Planning Commission wants to meet with the DDA as well. There is a need to discuss Development opportunities for the DDA.

#### **6. Adjournment**

A motion to adjourn was made by Mr. Goocher, supported by Mr. Peruski at 8:52 a.m.

*Motion carried unanimously*