

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, August 17, 2016
First Floor Conference Room
Monroe City Hall**

Chairperson Joe Peruski called the meeting to order at 7:45 a.m.

1. Roll Call

Present: Chairperson Joe Peruski, George Boyan, Mayor Robert Clark, Scott Goocher, Scott Kegerreis, Les Lukacs, Tom Steward, Anthony Trujillo
Excused: Shaun McGowan, Mackenzie Swanson
Guests: Vince Pastue, Jim Jacobs, Azia Hawthorn
Staff: Paula Stanifer, Matt Wallace (arrived 8:21 a.m.)

2. Consent Agenda

- A. Approval of August Agenda
- B. Approval of Minutes of July 20, 2016 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Mayor Clark asked to amend the Consent Agenda to read under Communications, “Closed Session to discuss property acquisition.”

Motion by Mayor Clark, seconded by Mr. Trujillo to approve the amended Consent Agenda.

Motion carried unanimously.

3. 2016-2017 Work Program

A. Committee Project Status Reports

1. Design Committee – Jodie Stevens

-Mr. Lukacs requested that the board revisit the United Way request and asked for a motion for reconsideration.

Motion by Mr. Lukacs, seconded by Mr. Boyan, for reconsideration of United Way request.

Motion carried 7-1 (Goocher)

-Discussion on United Way project. North Monroe Streetscape did not go as far as their property. We are unable to place a flower pot on their sidewalk due to the width of the sidewalk and maintaining barrier free access. Their situation is unique as they are the property owners but not eligible for a façade grant due to non-profit status.

Motion by Mayor Clark, seconded by Scott Kegerreis, to review United Way's pending landscape design and ideas.

Motion carried 7-1 (Lukacs)

2. Promotions Committee – Mary Gail Beneteau
 - Tree Lighting – November 19
Board would like shorter hours than last year. Referred to committee for review.
 - First Fridays
Printing costs needs to be solicited from all three printers in the DDA area.
Information needs to be distributed much earlier to all businesses.
3. Development Committee – Jim Jacobs
 - Alley on East Front between Advance Temporary and former photography studio
Committee would like to see more lighting in the alley. Referred back to committee for more details. Ms. Stanifer to contact Patrick Lewis for report.
 - Mr. Boyan talked about teens congregating in the Riverfront Park Parking Lot and pavilion and two homeless people sleeping in pavilion. It was suggested that when these are observed a telephone call needs to be placed to the police.
 - Martin Luther King bridge has gaps in the boards. Ms. Stanifer will contact DPS.
 - Blight issues
Soft letters will be sent out by the DDA to encourage enforcement followed by aggressive building department enforcement. Mr. Pastue will assist with this task.
 - Trash Ordinance
A set time to place garbage to the curb was discussed for the Central Business District.

Motion by Mr. Lukacs to recommend asking engineering to change the trash ordinance to “no earlier than 4:00 p.m. the night before pickup in the Central Business District”, seconded by Mr. Goocher.

Motion carried unanimously

- Music Ordinance
Several businesses are interested in playing soft music outside of their business. Apps are available to gage decibels. Ms. Stanifer to ask for noise ordinance and discuss at the committee level.

Motion by Mr. Trujill, seconded by Mr. Lukacs, to send a request for review of the music/noise ordinance.

Motion carried unanimously

4. Façade Grant Committee – Scott Goocher
 - Façade meeting tomorrow to discuss current facades.

B. DDA Office Report

- New website is up. If you see something that needs updating/changed, please email Ms. Stanifer. Updates are constantly being done as time permits.
- After the website is complete, Ms. Stanifer would like to send a postcard to all property owners, businesses, and tenants with information regarding new website and sign up for updates, and new trash ordinance.

4. Other Business

-West First/Monroe Street Parking Lot –

Heart of Monroe concept will be used for Crowdfunding to raise up to \$50,000. Matching funds up to \$50,000 are available as well. In order to secure these matching funds a significant difference or improvement must be shown.

Currently there are 30 parking spaces; 11,000 square feet. The current design shows a loss of eight (8) parking spaces. This design is not the final design just a concept that will be used for the Crowdfunding. Adding art frames to the salon and Aqua Dulce building are possibilities.

Incentives will be used to entice people to donate. Propose to offer a discount card for anyone who donates at a certain level. Any DDA business can offer a discount on the card.

-Strategic Plan/External Facilitator

Mayor Clark distributed possible facilitators to assist in strategic plan for DDA.

5. Communications

Motion by Mayor Clark, seconded by Mr. Lukacs, to go into closed session to discuss property acquisition.

Motion carried unanimously

(9:07 a.m.)

(9:21 a.m.)

Motion by Mr. Steward to accept the recommendation of City Manager to support what was discussed in closed session; seconded by Mr. Kegerreis.

Motion carried unanimously

6. Adjournment

A motion to adjourn was made by Mayor Clark, supported by Mr. Lukacs at 9:23 a.m.

Motion carried unanimously