

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, May 17, 2017  
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, Shaun McGowan, Tom Steward, Mackenzie Swanson, Anthony Trujillo (arrived at 7:47 a.m.)

Guests: Joe Borgstrom (left at 8:29 a.m.)

Staff: Paula Stanifer, Vince Pastue (left at 8:29 a.m.), Annette Knowles (left at 8:29 a.m.)

## **2. Additions/Deletions to the Meeting Agenda**

No changes.

## **3. Consent Agenda**

A. Approval of May Agenda

B. Approval of Minutes of April 19, 2017 DDA meeting

C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Mr. Boyan to approve Consent Agenda; seconded by Mr. Lukacs.

*Motion carried unanimously.*

## **4. 2016-2017 Work Program**

### **A. Chairperson's Comments**

-No comments.

### **B. City Administration Report**

-Mayor Clark mentioned Park Presentation on May 24, 2017.

-Mayor Clark invited members to the Target Market Analysis review June 5, 2017 at 5:30 p.m. in council chambers.

-Mayor Clark mentioned Bicentennial brochures are available.

-Ms. Knowles mentioned that she has been meeting with board members individually. If she has not met up with anyone yet she will be visiting soon.

### **C. Committee Project Status Reports**

1. Design Committee –

- Mr. Trujillo volunteered to chair.
- Flower planting is May 20, 2017 and we need our board members to volunteer.

2. Promotions Committee – Mary Gail Beneteau
  - Downtown Monroe Flea Market/Craft/Vendor and Car Show is June 10.
3. Development Committee – Joe Peruski
  - Mr. Peruski is now the chairperson.
  - Ms. Swanson inquired about chairpersons being on the board.
  - Discussion regarding committee activities which can be found in the Minutes from Committee Meetings. The minutes are no longer discussed at the board meetings.
  - Board members are encouraged to be on committees. Mr. Peruski will present on this next month.
4. Façade Grant Committee – Scott Goocher

**D. DDA Office Report**

- No comments.

**5. Other Business**

- A. Strategic Plan Presentation – Joe Borgstrom

**6. Communications**

- Administrative Assistant review. Mr. Peruski will collect questions that the board would like to ask Ms. Stanifer. Items should be for past years performance and not what is going to happen in the future. Questions will be provided to Ms. Stanifer in advance.

**7. Board Member Comments/Guest Comments**

- Mr. Lukacs – Unable to attend May 20 flower planting. He and his wife are expecting another child.
- Ms. Stanifer – Flower planting is May 20 and we need the board to assist. Committee Member Darlene Belair will be leading this event. Asked Mr. Boyan for watering list.
- Mr. McGowan – Regarding parks meeting, our parks are very important and people notice changes.
- Mr. Trujillo – Apologized for missing meetings.
- Mr. Boyan – Mark Worrell Park looks great.
- Mr. Goocher – Everyone have a good holiday weekend.
- Mr. Kegerreis – Looking forward to Ms. Stanifer having her job description.

**8. Adjournment**

- A motion to adjourn was made by Mr. McGowan, supported by Mr. Trujillo at 8:56 a.m.  
*Motion carried unanimously*