

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, August 15, 2018
Third Floor Conference Room
Monroe City Hall**

Anthony Trujillo served as Chairperson and called the meeting to order at 8:05 a.m.

1. Roll Call

Present: Mayor Robert Clark, Scott Goocher, Anthony Trujillo, Chip Williams, Les Lukacs
Absent: Scott Kegerreis, Mackenzie Swanson
Excused: George Boyan, Joe Peruski
Guests: Vincent Pastue
Staff: Annette Knowles, Michelle LaVoy Clerk-Treasurer

2. Vision Statement - Read by Mayor Clark

3. Additions/Deletions to the Meeting Agenda - None

4. Public Comments

City Manager Vincent Pastue discussed a proposed incentive for fire suppression and let the Board know he will be sending correspondence soon.

5. Consent Agenda

- A. Approval of Agenda
- B. Approval of Minutes of Wednesday, July 18, 2018 Regular Meeting
- C. Financial Reports:
 - ❖ July, DDA Revenue and Expenditure Report FY2017-2018
 - ❖ July, DDA Itemized Expenditure Report FY 2017-2018

Motion by Mayor Clark, seconded by Williams to accept the Consent Agenda as presented. ***Motion carried unanimously.***

6. New Business - None

7. Other Business

A. Façade Reinvestment Program FY 2018-2019

Motion by Lukacs, seconded by Williams to approve acceptance of applications for the Façade Grant Program under the current program requirements for FY 2018-2019 funds, and approve budget increase from \$10,000 to \$11,300. ***Motion carried.***

B. Work Plan Updates:

Knowles provided work plan updates as follows:

The communications and marketing plans are being implemented. She advised that a rack card is in production, and distributed samples of the Downtown Master Plan information pieces. She is working on updating the web site with current vacancies, which is requiring an inventory and data collection. The first quarterly meeting with stakeholders happens on August 16 with business and property owners as guests. Research for tree and lighting maintenance care are in the works.

8. Communications - No communications.

9. Board Member Comments/Administrative Guest Comments

Williams thanked the City and City Workers for the sprucing up of the riverfront parking lot. He also updated the Board about the DMBN events. New events include a Michigan Craft Beer night.

Mayor Clark stated he is looking forward to discussion as well as moving ahead with the Façade Reinvestment Program. He also noted a couple of buildings that have been tagged with graffiti and has advised the police department. He asked that if any of the Board see any to report it right away to the police.

Les Lukacs spoke about the properties that look bad, getting them the help they will need. He also welcomed Williams to the Board.

Anthony Trujillo thanked everyone for working on the projects as well as the City staff that has worked hard. He also welcomed Williams, and likes the connection he brings to the DMBN. The new Agua Dulce location is almost ready, hopefully in September.

10. Adjournment

Motion to adjourn by Williams, seconded by Lukacs at 8:38 a.m. ***Motion carried unanimously.***