

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, November 18, 2020  
Electronic Meeting Held via ZOOM  
Monroe City Hall**

Chairperson Tony Trujillo called the meeting to order at 8:36 a.m.

## 1. Roll Call

Present: Mayor Robert Clark (City of Monroe), Tiffany Harper (Monroe Twp), Scott Kegerreis (City of Monroe –arrived 8:37 am), Mackenzie Swanson (City of Monroe), Mary Hastings (Monroe Twp), William Slicker (City of Monroe) and Anthony Trujillo (City of Monroe)

Excused: Deb Staelgraeve

Staff: Michelle LaVoy, Clerk-Treasurer;  
Annette Knowles, Downtown/Economic Development Coordinator

Guests: Azia Hawthorne

**2. Vision Statement** – Read by Mayor Clark

**3. Additions/Deletions to the Meeting Agenda** – None

**4. Public Comments** –

Azia Hawthorne stated she appreciates the DDA’s effort and accessibility and wanted to let everyone know she is a local photographer and would love to share her photos.

## 5. Consent Agenda

A. Approval of Agenda

B. Financial Reports:

- ❖ October, DDA Revenue and Expenditure Report FY 2020-2021
- ❖ October, DDA Itemized Expenditure Report FY 2020-2021

Motion by Mayor Clark seconded by Slicker to pull the Financial Reports on the Consent Agenda and table their approval until the December DDA meeting. **Motion carried, all ayes.**

Motion by Mayor Clark seconded by Kegerreis to approve the remaining items on the Consent Agenda. **Motion carried, all ayes.**

## **6. New Business**

### **A. Work Planning for FY2021-2022- Part 2 Progress Review and Prioritization**

Annette Knowles presented the board with the proposed 2021 - 2022 Work Plan. Discussion followed on prioritization of projects such that the budget may be developed.

Kegerreis departed the meeting.

## **7. Other Business**

### **A. Request to Allocate Funds for Holiday Decorations**

A discussion was held concerning the interest to supplement holiday lighting in the downtown area given the cancelation of events. The approach would be to add lighted reindeer at locations to be determined.

Motion by Mayor Clark seconded Swanson to allocate \$2,500 for Holiday Decorations from the marketing budget. ***Motion carried, all ayes***

### **B. Work Plan Updates**

Annette Knowles updated the board. Discussion followed.

## **8. Communications - None**

## **9. Board Member Comments/Administrative Comments**

William Slicker would like to visit businesses and introduce himself.

Mackenzie Swanson welcomed new board members.

Mayor Clark encourages everyone to get involved and stated the City is moving forward on 13 W. Front, 40 S. Monroe and 44 S. Monroe.

Azia Hawthorne is excited to share her photos. Discussion followed about how to share them.

## **10. Adjournment**

Motion to adjourn by Swanson seconded by Mayor Clark at 9:52 a.m.

***Motion carried, all ayes.***