

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, January 20, 2021
Electronic Meeting Held via ZOOM
Monroe City Hall**

Chairperson Tony Trujillo called the meeting to order at 8:30 a.m.

1. Roll Call

Present: Mayor Robert Clark (City of Monroe), Scott Kegerreis (City of Monroe), Mary Hastings (City of Monroe), Deb Staelgraeve (Frenchtown Township), Mackenzie Swanson (City of Monroe), William Slicker (City of Monroe), Anthony Trujillo (LaSalle Township), Tiffany Harper (arrived 9:06 am, City of Monroe)

Excused: None

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

2. Vision Statement - Read by Deb Staelgraeve

3. Additions/Deletions to the Meeting Agenda - None

4. Public Comments - None

5. Consent Agenda

A. Approval of Agenda

B. Approval of Minutes

Wednesday, December 16, 2020 Regular Meeting

C. Financial Reports:

❖ December, DDA Revenue and Expenditure Report FY 2020-2021

❖ December, DDA Itemized Expenditure Report FY 2020-2021

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

6. New Business

A. **First Reading of Building Improvement Grant Program**
(Proposed Replacement of Downtown Reinvestment Program)

Annette Knowles outlined the program highlights. Board members are asked to review to be prepared to discuss or adopt at the February regular meeting.

B. DDA Tax Increment Financing and Development Plan Amendment

Annette Knowles presented and discussed the Amendments. Discussion followed.

Motion by Swanson, seconded by Staelgraeve to recommend that the City Council take action to amend the DDA Tax Increment Financing and Development Plan and to amend the City Ordinance, Chapter 22, Article III. **Motion carried, all ayes.**

7. Other Business

A. Temporary (One-Year) Suspension of Parking Committee

The board discussed the temporary suspension of the parking committee.

Motion by Swanson, seconded by Slicker to concur with recommendation of the Executive Committee to suspend the activity of the Parking Committee for a one-year period. **Motion carried, all ayes.**

B. Work Plan Updates

Annette Knowles updated the board. Discussion followed.

C. Closed Session: Property Acquisition

Motion to go into closed session at 9:32 am by Kegerreis, seconded by Staelgraeve. **Motion carried, all ayes.**

Motion to go back into open session by Mayor Clark, seconded by Staelgraeve at 10:29 am. **Motion carried, all ayes.**

9. Board Member Comments/Administrative Comments -

Mayor Clark stated we should reach out to Azia to let her know we went into closed session and appreciates the board moving forward. Also thanked the board for all their work.

Board Member Swanson stated that she feels strongly that the board is working towards the vision statement and appreciates everyone working together.

Chair Tony Trujillo appreciates everyone's hard work.

10. Adjournment

Motion to adjourn by Swanson, seconded by Kegerreis at 10:33 a.m. **Motion carried, all ayes.**