

CITY OF MONROE
REGULAR MEETING
WEDNESDAY, APRIL 17, 2024

I. CALL TO ORDER.

The meeting was called to order at 8:30 AM by Chairman Andy Clark

Attendee Name	Title	Status	Arrived
Deb J. Staelgraeve	Board Member	Excused	
Eric Drummonds	Vice Chairman	Present	
Mary Hastings	Secretary	Present	
Robert Copp	Board Member	Present	
Scott Kegerreis	Board Member	Excused	
Stuart Eastman	Board Member	Present	
Andy Clark	Chairman	Present	
Tino Amaya	Board Member	Present	
Robert E. Clark	Mayor	Present	

II. ROLL CALL.

III. APPROVAL OF THE MEETING AGENDA.

Motion to approve the agenda as amended to add the item on the budget update under old business

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert E. Clark, Mayor
SECONDER:	Stuart Eastman, Board Member
AYES:	Drummonds, Hastings, Copp, Eastman, Clark, Amaya, Clark
EXCUSED:	Deb J. Staelgraeve, Scott Kegerreis

IV. PUBLIC COMMENT.

V. CONSENT AGENDA.

RESULT:	ACCEPTED AND PLACED ON FILE [UNANIMOUS]
MOVER:	Mary Hastings, Secretary
SECONDER:	Stuart Eastman, Board Member
AYES:	Drummonds, Hastings, Copp, Eastman, Clark, Amaya, Clark
EXCUSED:	Deb J. Staelgraeve, Scott Kegerreis

Approval of Minutes of the Regular Meeting held on Wednesday, March 20, 2024

4595. Review and Approval of Preliminary Itemized Expenditure Report FY 2023-2024

Motion to approve the preliminary itemized expenditure report as presented.

4596. Review and Approval of the Monthly Revenue and Expenditure Report for FY 2023-2024

Motion to approve the monthly revenue and expenditure report as presented.

4597. Review and Approval of the Monthly Budget Worksheet

Motion to approve the monthly budget worksheet as presented for March, 2024.

4591. Monthly Invoice Summary

Motion to approve the monthly invoice summary as presented for March, 2024.

VI. NEW BUSINESS.

4592. Discussion & Approval of Details & Budget for Second DDA Information Session for FY2023-2024

Amy Zarend discussed the Information Session that is taking place on May 8th located at the Michigan Wine and Beer Portal. Discussion followed.

Motion for the expenditure of up to \$500 by the DDA Director for the purchase of refreshments for the second DDA information session as required by Act 57.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tino Amaya, Board Member
SECONDER:	Stuart Eastman, Board Member
AYES:	Drummonds, Hastings, Copp, Eastman, Clark, Amaya, Clark
EXCUSED:	Deb J. Staelgraeve, Scott Kegerreis

VII. OLD BUSINESS.

4593. Monthly 13 W. Front St. Renovation Contractor Update

Dave Olah gave an update on 13 W. Front St. Discussion followed.

4637. Budget Update

Amy Zarend gave an up on the budget.

VIII. STAFF REPORTS.

4594. Monthly DDA Staff Report

Amy Zarend discussed the handout that was provided which included the update on the SHPO Grant and also the notebooks that were ordered for events. Discussion followed.

IX. BOARD COMMENTS.

Stuart Eastman thanked the community for all their support.

X. ADJOURNMENT.

Motion to adjourn at 8:57 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary Hastings, Secretary
SECONDER:	Stuart Eastman, Board Member
AYES:	Drummonds, Hastings, Copp, Eastman, Clark, Amaya, Clark
EXCUSED:	Deb J. Staelgraeve, Scott Kegerreis