

Minutes

Monroe Downtown Development Authority Regular Meeting May 17, 2023 Council Chambers, Monroe City Hall

1. Call to Order

Chairperson William Slicker called the meeting to order at 8:30 a.m.

2. Roll Call

Present: Mayor Robert Clark, Mary Hastings, Andy Clark, Erik Drummonds, William Slicker, Stuart Eastman

Absent: Scott Kegerreis, Robert Copp

Staff: Mark Cochran, Community and Economic Development Director
Amy Zarend, Economic Development and Authorities Coordinator
Megan Robinson, Deputy Clerk II

3. Vision Statement – Read by Mayor Clark

4. Additions/Deletions to the Meeting Agenda – None

5. Public Comment

6. Consent Agenda

- A. Approval of Agenda
- B. Approval of Minutes
 - ❖ Minutes of April 19, 2023
- C. Financial Reports:
 - ❖ April, 2023 DDA Preliminary Itemized Expenditure Report FY 2022-23
 - ❖ April, 2023, DDA Revenue and Expenditure Report FY 2022-23

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

7. Project/Work Plan Updates

Dave Olah, the builder DDA hired to do the building project downtown, gave an update of all that needs to be done in the building in order to move forward. Dave

is still in the process of contacting companies for different aspects of the project and getting final quotes. Discussion followed.

Mark Cochran informed the DDA board members that the board can authorize the chairman to spend up to a certain amount and the next meeting to ratify the purchases. Mark also informed the board that the city has a fund called The Local Site Revolving Fund that is connected to the Brownfield Authority. This fund has enough funds to cover the Homrich estimate. Discussion followed.

Motion by Mayor Clark, seconded by Drummonds to authorize the chair to expend up to \$10,000 regarding expenses related to the project with electrical, architectural or other utility needs. ***Motion carried, all ayes.***

Motion by Mayor Clark, seconded by Hastings to authorize expenditure of \$97,000 regarding the demolition and debris removal from the building and chairperson contact the City regarding the access to the local site revolving fund reimbursement. ***Motion carried, all ayes.***

Patrick Lewis, Director of Engineering and Public Services, gave an update on the survey of the two-way conversion of Front St. and First St. Discussion followed.

William Slicker gave an update on the EV Stations. They are up and working and 4 people are using it. Discussion on the collection of the EV stations followed. Stuart Eastman followed up with the marketing portion on the EV Stations. Discussion followed.

8. New/Other Business

A. Introduction of Amy Zarend

Mark Cochran introduced his new employee Amy Zarend who is the Economic Development and Authorities Coordinator.

Amy introduced herself and gave a brief update on her background. She is excited to jump right in and learn her new position and working with everyone within the City.

B. Update on Property Purchase and Next Steps

William Slicker gave an update on the string lights downtown and talked about not attaching to buildings and doing lamp posts instead. Discussion followed.

9. Board Member and Administrative Comments

Mayor Clark talked about the 2 members whose terms are expiring and hoping to find people to fill in their positions and will be great additions to the board.

William Slicker thanked everyone for participating in today's meeting and happy with all the updates on the projects that are moving forward in the right direction.

10. Adjournment

Motion to adjourn at 9:46 a.m. by Hastings seconded by Eastman. ***Motion carried, all ayes.***

Submitted by: Megan Robinson, additional updates by Amy Zarend