

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, April 18, 2018  
Third Floor Conference Room  
Monroe City Hall**

Chairperson Joe Peruski called the meeting to order at 8:00 a.m.

## **1. Roll Call**

Present: Chairperson Joe Peruski, George Boyan, Scott Goocher, Les Lukacs (8:11), Anthony Trujillo, Mayor Robert Clark, Shaun McGowan  
Excused: Scott Kegerreis, MacKenzie Swanson  
Guests: Chip Williams, Williams Insurance  
Staff: Annette Knowles, Michelle LaVoy Clerk-Treasurer

## **2. Vision Statement**

Read by Joe Peruski

## **3. Additions/Deletions to the Meeting Agenda - None**

## **4. Public Comments**

Chip Williams - Williams Insurance wanted to let the board know about some upcoming events, Art in April and the Road Rally.

## **5. Consent Agenda**

- A. Approval of Agenda
- B. Approval of Minutes of Wednesday, March 21, 2018 Regular Meeting
- C. Financial Reports:
  - ❖ March, DDA Revenue and Expenditure Report FY2017-2018
  - ❖ March, DDA Itemized Expenditure Report FY 2017-2018

Motion by Anthony Trujillo, seconded by Shaun McGowan to approve items on the Consent Agenda as presented.

***Motion carried unanimously.***

## 6. New Business

### A. Preparation for Election of Officers at Annual Meeting in July

After a brief discussion, the Chair reminded the board about the July election.

## 7. Other Business

### A. Monroe County Community College Sculpture Project

The board wants to move forward with the next phase of the project with one sculpture, and it would like to receive a rendering to review prior to implementation. The installation location may be on the Riverwalk for a Public Art project. Shaun and MacKenzie as leads for the Riverwalk project will be brought into the discussion.

### B. Riverwalk Enhancement and Expansion Conceptual Plan

Shaun McGowan updated the board that the City is taking the lead on this project; Annette spoke of the City's goal for a Riverwalk expansion and its inclusion in the forthcoming Downtown Master Plan. She will bring a proposal back to the board at the next meeting.

Motion by Les Lukacs, seconded by Shaun McGowan to approach the team led by Russell Design to request a proposal for the Riverwalk Enhancement and Expansion Conceptual Plan. ***Motion carried unanimously.***

### C. Spring Flower Planting

Anthony Trujillo updated the board on the planters and Spring Flower plantings.

Motion by Les Lukacs, seconded by Shaun McGowan to table the topic until the May meeting pending proposed watering cost for the season. ***Motion carried unanimously.***

### D. Work Plan Updates

**Upper Floor Conversion Case Study:** Joe Peruski updated the Board where they are with their plan. Annette stated that she put together a draft of the program and when it is completed, she will bring it back to the Board for approval and issuance of an RFP for an Architectural Consultant at that time.

**Streetscape Design Standards:** Les Lukacs updated the board on the Street Scape standards and the features that will be included. When ready, we can ask Russell Design for a proposal to complete the design standards.

**Retail Expansion and Recruitment:** Anthony Trujillo updated the board on the recruitment of business for the downtown. He spoke of having an outreach for the downtown businesses.

**Façade Grant Program Update:** Scott Goocher spoke of the Façade Grant Program. He will have a rough draft at the next meeting.

## **8. Communications**

No communications.

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

Annette spoke of the Downtown Master Plan Presentation during the June 4, 2018 Council Work session. Annette also spoke of the success of Downtown Master Plan public open house. Annette reminded the board of the renovations to the Council Chambers. Council meetings will be moved to the County Commissioners Chambers located inside of the County Courthouse during the renovations.

Mayor Clark reminded the board of appointments; he is reviewing applications to propose new members. He added that our sister City of HOFU Japan is visiting Monroe from Saturday thru Tuesday. Mayor Clark suggested that Mark Cochran could attend a future meeting to review some of items going on from an Economic Development standpoint for the downtown area.

Shaun McGowan stated that Cravings is not closed, they are repainting and rebranding.

George Boyan asked if the DDA was still putting on the Wine Crawl and the Downtown Flea Market. The Downtown Monroe Business Network is now hosting both events. The flea market has been rebranded as the Open Air Market.

Tony stated that there is an upcoming award ceremony at the Museum as well as a dedication to Mr. Sieb and his wife.

Les Lukacs spoke on his excitement for the spring.

Joe Peruski asked for a moment of silence for John Patterson who recently passed away.

## **10. Adjournment**

Motion to adjourn by Scott Goocher, seconded by Les Lukacs at 9:06 a.m.

***Motion carried unanimously***