

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, August 21, 2019
Third Floor Conference Room
Monroe City Hall**

Chairperson Tony Trujillo called the meeting to order at 8:00 a.m.

1. Roll Call

Present: Mayor Robert Clark, Scott Kegerreis, Les Lukacs, Joe Peruski (8:03 AM),
Tiffany Sacco (8:04 AM), Deb Staelgraeve, Anthony Trujillo and Chip Williams
Absent: Mackenzie Swanson
Staff: Michelle LaVoy, Clerk-Treasurer
Annette Knowles, Downtown/Economic Development Coordinator
Guest: Jack McDonough

2. Vision Statement – Read by Chip Williams

3. Additions/Deletions to the Meeting Agenda – None

4. Public Comments

Jack McDonough, a landscaping architect with Edge Landscaping in Toledo introduced himself.

Patt Slack, Chairman of the DDA in Wyandotte, introduced herself.

5. Consent Agenda

- A. Approval of Agenda
- B. Approval of Minutes of Wednesday, July 17, 2019 Regular Meeting
- C. Financial Reports:
 - ❖ June, 2019, DDA Revenue and Expenditure Report FY2018-2019
 - ❖ June, 2019, DDA Itemized Expenditure Report FY 2018-2019
 - ❖ July 2019, DDA Revenue and Expenditure Report FY 2019-2020
 - ❖ July 2019, DDA Itemized Expenditure Report FY 2019-2020

Motion by Peruski seconded by Williams to approve items on the Consent Agenda as presented. ***Motion carried unanimously.***

6. New Business

A. Downtown Wyandotte's Story – Patt Slack, Wyandotte DDA Chairperson.

Patt Slack discussed the efforts of the Wyandotte DDA to facilitate progress in Downtown Wyandotte. The turning point in their effort was the identification of the four “white elephants” in town and the DDA’s approach to revitalizing them through purchase or incentives.

B. Establish Ad Hoc Budget Review Committee

Annette Knowles discussed the need to establish an Ad Hoc Budget Review Committee. Discussion followed.

Motion by Williams seconded by Lukacs to establish an Ad Hoc Budget Review Committee with membership consisting of the Executive Committee of Swanson, Williams and Trujillo, Board Member Lukacs and the City Manager, Vincent Pastue. ***Motion carried unanimously.***

C. Designate Lead for Stakeholder Meetings.

Deb Staelgraeve volunteered to be the lead for the stakeholder meetings.

Motion by Lukacs seconded by Williams to appoint Deb Staelgraeve as the lead for the stakeholder meetings project. ***Motion carried unanimously.***

7. Other Business

A. Approval of Addendum to 2017-2022 Strategic Plan.

Annette Knowles reviewed the addendum to the 2017-2022 Strategic Plan with the Board.

Motion by Clark and supported by Lukacs to approve the addendum to the 2017-2022 Strategic Plan. ***Motion carried unanimously.***

B. Work Plan Updates – a written update was included with the board packet.

Annette Knowles reviewed the 2018-2019 and the 2019-2020 work plans with the Board.

8. Communications – None

9. Board Member Comments/Administrative Comments

Mayor Clark thanked Annette for the presentation to Council and commented on the open house at 54 S. Monroe Street.

Peruski stated that his building is getting a new roof and elevator.

Kegerreis stated this his building is getting resurfaced.

Williams welcomed the newest Board members.

Trujillo thanked everyone for coming.

10. Adjournment

Motion to adjourn by Trujillo seconded by Lukacs at 9:15 a.m.

Motion carried unanimously.