

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, March 20, 2019  
Third Floor Conference Room  
Monroe City Hall**

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

## 1. Roll Call

Present: Mayor Robert Clark, Scott Kegerreis, Scott Goocher, Anthony Trujillo, Joe Peruski, Mackenzie Swanson and Les Lukacs  
Excused: George Boyan and Chip Williams  
Staff: Michele Rinne, Deputy Clerk Treasurer II  
Annette Knowles, Downtown/Economic Development Coordinator

**2. Vision Statement** - Read by Mackenzie Swanson

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

**4. Public Comments** - None

## 5. Consent Agenda

- A. Approval of Agenda
- B. Approval of Minutes of Wednesday, February 20, 2019 Regular Meeting
- C. Financial Reports:
  - ❖ February, 2019, DDA Revenue and Expenditure Report FY2018-2019
  - ❖ February, 2019, DDA Itemized Expenditure Report FY 2018-2019

Motion by Mayor Clark, seconded by Trujillo to approve items on the Consent Agenda as presented. ***Motion carried unanimously.***

**6. New Business** - None

## **7. Other Business**

### **A. Work Plan Updates**

Knowles updated the Board about items on the Work Plan. A written report was distributed with the meeting materials. Highlights include:

- steps have been taken to complete the communications plan and to initiate a process to better manage volunteers;
- physical work on two façade projects has not yet commenced;
- the project to create streetscape design standards is underway;
- the web calendar is live, and help is needed to gain compliance with self-reporting;
- the marketing plan is largely complete;
- a property owner stakeholder meeting is planned for May 8;
- tree maintenance is happening now;
- the City will be deciding on a process to redevelopment surplus property when the fire station is moved;
- the Riverwalk Enhancement and Expansion planning process is progressing;
- the upper floor conversion case studies are progressing.

Discussion followed.

**8. Communications** – No communications.

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

Swanson welcomed anyone on the Board to come on her radio show.

Goocher reported that both façade grant applicants have been keeping in touch with the committee.

Kegerreis thanked everyone for their support of his business “Scally Wags” as they just celebrated their 3-year anniversary.

Lukacs is looking forward to the Spring Cleanup tentatively set for May 11, 2019.

### **10. Adjournment**

Motion to adjourn by Swanson, seconded by Lukacs at 8:42 a.m.

***Motion carried unanimously.***