

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday January 15, 2020  
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, Tiffany Harper, Scott Kegerreis, Les Lukacs, Joe Peruski, Deb Staelgraeve, Anthony Trujillo, and Chip Williams  
Excused: Mackenzie Swanson  
Staff: Michelle LaVoy, Clerk-Treasurer  
Annette Knowles, Downtown/Economic Development Coordinator  
Vincent Pastue – City Manager

**2. Vision Statement** – Read by Deb Staelgraeve

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

## 4. Public Comments

Bill Saul spoke to encourage support for the downtown lighting project and brighter lighting for the James Monroe statue.

## 5. Consent Agenda

- A. Approval of Agenda
- B. Approval of Minutes of Wednesday, December 18, 2019 Regular Meeting
- C. Financial Reports:
  - ❖ December, DDA Revenue and Expenditure Report FY2019-2020
  - ❖ December, DDA Itemized Expenditure Report FY 2019-2020

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

## 6. New Business

### A. Committee Appointments.

Motion by Williams seconded by Peruski to appoint the following persons to the following committees as submitted:

Riverwalk Project Team – Ashley O’Dwyer, Jack McDonough  
Downtown Reinvestment Grant – Joe Peruski

***Motion carried unanimously.***

## **B. Budget Work Session.**

A work session will be February 5, 2020, 6-8pm.

## **7. Other Business**

### **A. Tabled: Reconsideration of Downtown Lighting Project.**

Motion by Lukacs, seconded by Peruski to remove from the table the item concerning the downtown lighting project. ***Motion carried unanimously.***

Motion by Williams seconded by Kegerreis to purchase all materials for the complete downtown lighting project at one time at an estimated cost of \$45,000, funds to be derived in the following amounts from the following accounts:

751-65.691-934.751	Repairs and Maintenance	\$10,000
751-65.691-775.231	Parking Signage	\$25,000
751-65.691-964.231	Parking Reimbursements	\$15,000

***Motion carried unanimously.***

### **B. Work Plan Updates**

Annette Knowles updated on the different projects:

- Upper floor conversion project coming to a close; it is projected that the summary presentation will be on the agenda in February;
- Alley way improvements are scheduled for this year on the city schedule;
- Tree Maintenance will be performed in the eastern, western and northern part of the district.

Vince would like DDA to get involved with the potential redevelopment of the former Whistle Stop property. A subcommittee should be formed to go forward.

Motion by Williams seconded by Peruski to form a project team to explore the redevelopment of the former Whistle Stop property. ***Motion carried unanimously.***

Williams, Peruski and Kegerreis volunteered to serve on the project team.

Motion by Lukacs seconded by Mayor Clark to appoint Williams, Peruski and Kegerreis to the Whistle Stop Property Exploratory Team. ***Motion carried unanimously.***

## **8. Communications – None**

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

- Discussion about Cravings closing.
- Williams thanked everyone for supporting moving funds around to complete Downtown Lighting Project
- Mayor Clark discussed the soldier decorations and maybe look to see if they could be better placed in the future.

- Mayor Clark discussed the Façade Reinvestment Program, no changes have been made to the project at 34 West Front Street at this time.

## **10. Adjournment**

Motion to adjourn by Lukacs seconded by Williams at 8:56 a.m.

***Motion carried unanimously.***