

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, June 16, 2021
Electronic Meeting Held via ZOOM
Monroe City Hall**

Chairperson Tony Trujillo called the meeting to order at 8:32 a.m.

1. Roll Call

Present: Mayor Robert Clark (City of Monroe), Scott Kegerreis (City of Monroe), Mary Hastings (Frenchtown Township), Deb Staelgraeve (Frenchtown Township), Mackenzie Swanson (City of Monroe), William Slicker (City of Monroe) and Anthony Trujillo (City of Monroe)

Staff: Michelle LaVoy, Clerk-Treasurer;
Annette Knowles, Downtown/Economic Development Coordinator

Absent: Tiffany Harper, Mackenzie Swanson

2. Vision Statement – Read by Deb Staelgraeve

3. Additions/Deletions to the Meeting Agenda

Anthony Trujillo request that under New Business add item 6B, Plein Air Festival Sponsorship.

Motion by Staelgraeve, seconded by Mayor Clark to add item 6B to the agenda under New Business. ***Motion carried, all ayes.***

4. Public Comments – None

5. Consent Agenda

A. Approval of Agenda

B. Approval of Minutes

❖ Wednesday, May 19, 2021 Regular Meeting

C. Financial Reports:

❖ May, DDA Revenue and Expenditure Report FY 2020-2021

❖ May, DDA Itemized Expenditure Report FY 2020-2021

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

6. New Business

A. Riverwalk Connector Project – Finalize Scope of Work

Annette Knowles updated Board on the Riverwalk Connector Project. Discussion followed. Knowles will obtain a fee proposal from Russell Design based on approved scope of work.

Motion by Mayor Clark, seconded by Staelgraeve to approve the scope of work of the west connector and include the east connector with string lights only.

Motion carried, all ayes.

B. Plein Air Festival Sponsorship

Anthony Trujillo provided an introduction. Discussion followed.

7. Other Business

A. Work Plan Update

Annette Knowles provided written review.

8. Board Member Comments/Administrative Comments –

Mayor Clark will follow up about future meetings being in person or on Zoom.

Deb Staelgraeve stated she enjoys seeing everyone out on the scooters.

Michelle LaVoy stated if you see any vendors on the streets, remind them that they need to get in contact with the City.

Anthony Trujillo stated on July 17th will be the river clean up; it would nice to see everyone out helping and stated if you see garbage on the streets go to the MyMonroe App.

Mayor Clark stated the river clean up is 9:00 am – 12:00.

9. Adjournment

Motion to adjourn by Mayor Clark, seconded by Staelgraeve at 9:38 a.m. ***Motion carried, all ayes.***