# Minutes

# Monroe Downtown Development Authority

**Annual Meeting**

**Wednesday, January 19, 2022**

# Council Chambers, Monroe City Hall

Chairperson Tony Trujillo called the meeting to order at 8:30 a.m.

**1. Roll Call**

Present: Mayor Robert Clark, Scott Kegerreis, Mary Hastings, William Slicker, Anthony Trujillo, Malissa Whited

Absent: Tiffany Harper, Mackenzie Swanson, Erik Drummonds, Robert Copp

Staff: Michelle LaVoy, Clerk-Treasurer;

Annette Knowles, Downtown/Economic Development Coordinator

Guest: Michael Madison

**2. Vision Statement**

Chair Trujillo stated the Vision Statement is being reviewed.

**3. Additions/Deletions to the Meeting Agenda**

Motion by Clark, seconded by Kegerreis to amend agenda to add discussion for DDA office space rental under New Business. ***Motion carried, all ayes.***

**4. Public Comments –** None

**5. Consent Agenda**

1. Approval of Agenda
2. Approval of Minutes
* Wednesday, December 1, 2021 Rescheduled Regular Meeting
* Wednesday, January 11, 2022 Special Meeting
1. Financial Reports:
* November/ December, DDA Preliminary Itemized Expenditure Report FY 2021-2022
* December, DDA Revenue and Expenditure Report FY 2021-2022

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

**6. New Business**

1. TABLED ITEM: Work Plan Process for Fiscal Year 2022-2023 – Part II – Prioritization

Motion by Hastings, seconded by Kegerreis to remove item from tabled for discussion. ***Motion carried, all ayes.***

1. DDA Office Space Rental

Board discussed the DDA office space rental.

**7. Other Business**

A.Purchase of One Over- the- Road Holiday Swag

Motion by Clark, seconded by Hastings to Ratify purchase of holiday swag, 22' x 4.5' LED Overhead Skyline Décor - Royal Snow Skyline, from Dekra-Lite, at a cost of $2,995 plus freight to be determined, funds to be derived from DDA Account Number 751-65.691-750.075, Seasonal Decorations.. ***Motion carried, all ayes.***

1. Work Plan Update **–** Annette Knowles provided update.

**8. Board Member and Administrative Comments -** None

**9. Adjournment**

Motion to adjourn at 9:52 am by Hastings, seconded by Slicker. ***Motion carried, all ayes.***