

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, January 15, 2014  
First Floor Conference Room  
Monroe City Hall**

Chairperson Janet Berns called the meeting to order at 7:45 a.m.

## **1. Roll Call**

Present: Chairperson Janet Berns, Mary Gail Beneteau, Ken Calender, Mayor Robert Clark, Kimberle Daniels (left at 8:32 a.m.), Scott Goocher, Shaun McGowan, Steve Pipis, Cheri Weakly  
Excused: Jodie Stevens  
Unexcused: Tom Stewart  
Staff: Paula Stanifer, Dan Swallow  
Guests: Greg Morgel (left at 7:53 a.m.), Patrick Lewis (left at 8:45 a.m.), John Iacoangeli, George Brown

## **2. Consent Agenda**

- A. Approval of January Agenda
- B. Approval of Minutes of November 20, 2013 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Mayor Clark asked for the minutes to be clarified under “Other Business” items a. to include location of business on South Monroe, and that person did not feel safe due to people going into her business and asking to borrow money, and other strange questions. It was moved by Ms. Beneteau and seconded by Ms. Weakly to approve the Consent Agenda with the change.

*Motion carried unanimously.*

## **3. 2013-2014 Work Program**

### **A. Snow Removal**

Concerns were voiced about how the city removes snow, how many cars were ticketed, and how many businesses were cited for failure to remove snow from their sidewalk. Other concerns were voiced about the River Raisin Lot, parking spaces, and what the expected time frame should be to have the snow removed.

Mr. Pipis and Ms. Berns gave kudos to the DPS workers for their efforts during the unusual treacherous weather the last two storms brought.

Mayor Clark said cars have been towed, but he was not certain of the number. Property owners were given an extension on clearing their sidewalks due to the extreme cold weather. Businesses and residential areas are treated the same as far as enforcement. More discussion can be held on this topic if necessary. Mayor Clark

also indicated that when hauling the snow away, the largest piles are removed first. This can be discussed and changed if needed.

Mr. Swallow indicated that Sgt. Morgel told him five (5) tickets were issued during the snow emergency, but none of them were located in the downtown area.

Mr. Brown said all crews and equipment were used at maximum hours during the last two storms. Priority of the City is to get the primary streets done first. He further stated that the City has to get their areas cleared before they begin enforcement of property owners. There is a possibility that the Central Business district can be treated differently.

Mayor Clark added that the DDA could meet with the Traffic Committee to change on street evening parking so parking spaces can be plowed at night.

Mr. Iacoangeli spoke of other cities where property owners do not shovel. City crews shovel from the sidewalk into the road/parking spaces, and city crews then remove all the snow to the corners and haul away in one step. It seems Monroe is in a tug-of-war with property owners shoveling to the curb, and the city plowing to the curb creating large piles of snow that customers cannot climb over to get to the businesses.

Mr. Iacoangeli further stated that Farmington Hills DDA has a maintenance budget. They assess the property owners based on square footage. If they do not pay this obligation, it is added to their tax bill. This occurs in the Primary Shopping District.

Mr. Lewis reiterated that streets are a priority. The Bobcat is sent out to clear areas based on the day of the week, time of day, amount of snow, and timing of snow fall. There is no set path as each snow fall is treated differently.

Mayor Clark added that snow conditions and change of conditions determines routes of snow removal. He suggested that further discussion can be held with the city concerning snow removal. This has been sent to the Development Committee for further research.

Ms. Berns asked Mr. Lewis about the striping on East First and Monroe Street. It is supposed to be one lane. It was done incorrectly and will be corrected.

## **B. Goals and Objectives/budget**

5 – 10 year projection should be discussed.

Ms. Berns suggested some objectives:

- Ask MDOT to consider parking on West side of Monroe Street.
- Kiosk on the West side
- Street scape First to Third Street
- Work on North side of River Raisin
- More trees on Monroe Street
- Replace trees on Monroe Street
- Alley upgrades

- More holiday decorations, benches, planters, trash cans
- Hanging baskets in at least Loranger Square paid for by DPS to replace ours that were sold
- Riverfront Party on water side

Ms. Berns also commented on the lack of care and/or follow-through on current amenities/projects that already exist:

- Lotus fountain repaired
- “Monroe” finished
- Lights on the ML King bridge
- Fountain in the River Raisin

Mr. Brown indicated that the lights on the ML King bridge were replaced by the DDA when the parking lot was completed. The fountain that used to be in the River Raisin was moved to Munson Park.

Mr. Swallow said cameras and lighting on the Riverwalk are being considered for inclusion in the 2014-2015 budget.

A Special Meeting is set for Wednesday, January 29, 2014, to prioritize Goals and Objectives.

### **C. Committee Project Status Reports**

#### 1. Design Committee – Cheri Weakly

- No meeting was held.
- Ms. Weakly indicated that there are banners near St. Mary’s that need repair.
- Ms. Weakly would like to find another place to store our decorations as the trailer is dirty, cramped, and there is no light. She will research a new location.
- Christmas decorations will be taken down this Saturday, January 18 beginning at 8:00 a.m.

#### 2. Promotions Committee – Mary Gail Beneteau

- Movie Night Downtown is tentatively set for Friday, August 22, 2014 with a rain date of Saturday, August 23.

#### 3. Development Committee – Jodie Stevens

- Mr. Pipis reported that the Town Hall meeting and the next MBAT presentation were postponed. They will meet next week to discuss new dates.
- Brief discussion was held concerning parking fees and a new parking app. The committee will discuss these items.

4. Façade Grant Committee – Steve Pipis

a. 115 – 117 West Front Street

Façade work is completed. Before and after pictures were available.

Motion by Mr. Pipis to approve payment to Larry and Karon Kinsey in the amount of \$7,000 for their Grant Reimbursement; seconded by Mr. Goocher.

*Motion carried unanimously.*

The 2014 Façade Grant Improvement Application was distributed for review. Action will be taken on the recommendation at the special meeting to be held January 29, 2014.

**D. DDA Office Report**

No report

**4. Other Business**

No other business

**5. Communication**

A. Main Street conference in Detroit

Members were asked for their interested in attending this conference on May 18-20, 2014.

**6. Adjournment**

A motion to adjourn was made by Ms. Beneteau, supported by Mr. Pipis at 9:07 am.

*Motion carried unanimously*