

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, June 18, 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, Scott Goocher, Shaun McGowan, Steve Pipis, Jodie Stevens, Tom Stewart, Cheri Weakly
Excused: Mayor Robert Clark
Unexcused: Kimberle Daniels
Staff: Paula Stanifer, Dan Swallow
Guests: Councilman John Iacoangeli (arrived at 8:10 a.m.)

2. Consent Agenda

- A. Approval of May Agenda
- B. Approval of Minutes of May 21, 2014 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Mr. Pipis, seconded by Ms. Stevens to approve the Consent Agenda.

Motion carried unanimously.

3. 2013-2014 Work Program

A. Committee Project Status Reports

1. Design Committee – Cheri Weakly

Adirondack chairs have been ordered. The total cost is \$1,871.94.

Motion by Mr. McGowan to spend up to \$1,900 to purchase Adirondack chairs from the Promotions Committee's money from the 2013 Wine Crawl; supported by Ms. Stevens.

Motion carried unanimously.

Mr. Swallow volunteered to ask city employees to water the two remaining planters located near City Hall on a volunteer basis.

2. Promotions Committee – Mary Gail Beneteau

2nd Annual Downtown Monroe Flea Market was last weekend. There were more participants and more people attended, but we would like to see more.

2nd Annual Wine Crawl tickets are now on sale and are selling fast. It will probably sell out soon.

August 22, 2014 is the Movie in the Square.

Don't Duck Downtown Monroe During Construction is starting next week. 13 businesses are participating. This promotion will run like Where's Waldo? has in the past.

3. Development Committee – Jodie Stevens
The next seminar is planned for the end of August, Business Plan Development. The committee continues to investigate parking and snow removal.
4. Façade Grant Committee – Steve Pipis

- a. 12-16 West Front Street

Frank Grzywacki sent an email asking for another 90 day extension. After a lengthy discussion on the pros and cons of the extension, and a condition that no further extensions will be offered, a motion was made.

Motion by Mr. Calender to extend the deadline until September 30, 2014, to complete all work at 12-16 West Front Street; Mr. McGowan seconded the motion.

Ayes: 8

Nays: 1

Motion carried.

- b. 131 East Front Street

An email response from Jake LaRoy was read answering questions the board had asked. Mr. Swallow reported that the Administrative Site Plan Committee reviewed the progress of the project and identified three outstanding issues.

- 1) Outside lighting

- 2) Unfinished painting

- 3) Transom windows

An email from Mayor Clark was read concerning his position on the property. A lengthy discussion was held.

Motion by Ms. Beneteau, seconded by Mr. Pipis, to reimburse 131 East Front Street contingent upon project completion which is to include painting and outside lighting.

Motion carried unanimously.

B. DDA Office Report

Things are progressing well.

4. Other Business

A. Elections will be held in July

Ms. Berns thanks Ms. Beneteau for her service as her term ends on June 30, 2014.

The board thanks Ms. Berns for her service as well.

5. Communication

Mr. Iacoangeli stated that we will probably not get parking on the West side of Monroe Street. He had a conversation with MDOT. He suggested DDA and business owners call MDOT with positive reasons for the reconfiguring. They have received several negative calls but nothing positive. Call Mark at TSC Office, MDOT website for contacts. (Update: Mr. Swallow emailed contact information to the board.)

6. Adjournment

A motion to adjourn was made by Ms. Stevens, supported by Ms. Beneteau at 9:14 a.m.
Motion carried unanimously