

Minutes

**Downtown Development Authority
Regular Meeting
Wednesday, January 21, 2009
Main Street Office
118 E. Front Street**

Chairperson Floraday called the meeting to order at 8:00 a.m.

1. Roll Call

Present: Chairperson Rick Floraday, Doug Chaffin, Janet Berns, Gabe Martin, Michelle Cloutier, Mayor Worrell, Kimberle Daniels

Excused: Treasurer Mary Gail Beneteau, Barry Kinsey, Cheri Weakly

Absent: Vice-Chairperson Frank Wszelaki, Ken Wickenheiser

Staff: Andrea Jones

Guests: Sergeant Charles McCormick, Nancy Seubert, Jack Campbell, Barb Harrington, Randy Umfress

2. Consent Agenda

It was moved by Mr. Martin and seconded by Mr. Chaffin to approve the consent agenda as presented.

Motion carried unanimously.

3. Presentation

A. Earth Day 2009-Living Locally

Nancy Seubert from IHM Motherhouse presented information about opportunities for people and businesses to get involved in the celebration of Earth Day in Loranger Square. She presented a letter with suggestions. She took questions and ideas from the Board.

4. 2008-2009 Work Program

A. 2009-2010 FY Goals and Objectives

Ms. Jones presented her summary of Goals and Objectives from the work session.

It was moved by Mr. Chaffin and seconded by Mr. Martin to adopt the goals as presented.

Motion carried unanimously.

B. 2009-2010 Budget Draft

Ms. Jones explained the budget draft that was included in the meeting packet and how the budget numbers were determined. There was discussion regarding the estimated tax captures, estimated expenditures and capital projects. There was discussion regarding revenue reductions and balancing the budget. The Board reviewed the committee budgets. The Budget will be presented for action at the February Board meeting.

C. Main Streets National Conference-Chicago

Ms. Jones provided information on the conference. Ms. Jones gave a summary of her experience at the 2007 Main Streets National Conference.

It was moved by Mayor Worrell and seconded by Ms. Daniels to approve Ms. Jones attending the National Main Streets Conference up to \$2,000.

Motion carried unanimously.

The Board encouraged Ms. Jones to attend other conferences as well.

D. Main Street Update/All Committee Reports

- Organization – Minutes were enclosed in the meeting packet.
 - By-Laws Revision

Ms. Jones explained the purpose for making a change to the DDA Board By-Laws. Ms. Jones explained the change.

It was moved by Mr. Chaffin and seconded Mayor Worrell to adopt the By-Laws change as recommended by the Organization Committee.

There was discussion regarding the hierarchy of appointments and requirements for being eligible to serve on a sub-committee. There was discussion regarding attendance requirements for sub-committee members.

Motion carried unanimously.

- Promotion – Minutes were enclosed in the meeting packet.

- 2009 Tree-Lighting Event Organization Recommendation

Due to a Board member needing to be excused for another meeting (resulting in lack of quorum), this item was postponed until the February Board meeting.

- Design – No meeting.
 - Spring Flower Budget Request

Ms. Jones explained the Design Committee's budget standing and requested that their remaining budget be allocated for seasonal flower and accessory supplies.

Mayor Worrell requested that the MSM/DDA assist in the cost of the traditional MONROE flower sign in Memorial Park. Ms. Jones explained the details of the specific flower that is used. The Board agreed that the MONROE sign is a landmark in Monroe and the Board should contribute. There was discussion regarding how money would be allocated for the MONROE sign. There was discussion regarding future allocations for assisting in the purchase of the flowers.

It was moved by Mr. Chaffin and seconded by Ms. Daniels to approve the Design Committee \$10,000 remaining allocation as requested to include \$1,000 to be dedicated toward the Memorial Park flowers for the City and we request from the City a report on the history of the type of flower that is placed in that area.

Motion carried unanimously.

Mr. Chaffin excused himself from the remainder of the meeting at 8:55 am.

Due to lack of quorum, the meeting adjourned at 8:55 am.