

**MONROE DOWNTOWN DEVELOPMENT AUTHORITY**  
**SPECIAL MEETING**  
**July 22, 2020 AT 8:30 AM**

PLEASE TAKE NOTICE that a Special Meeting of the Monroe Downtown Development Authority scheduled for July 22, 2020 starting at 8:30 a.m. will be conducted remotely via technological means (online and/or by phone) due to the COVID-19 public health emergency.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls and by soliciting comments during the public comment period for those participating via telephone only. Public comments may also be submitted via email to [comments@monroemi.gov](mailto:comments@monroemi.gov)

To comply with the **Americans With Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the ADA Coordinator at (734) 243-0700 as soon as possible.

The meeting will be conducted using Zoom's video/teleconferencing software.

**Zoom Instructions for Participants**

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone phone.

**Before a videoconference:**

1. You will need a computer, tablet or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers and link to videoconference or conference call are provided below. The details include a link to **"Join via computer"** as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

**To join the videoconference:**

1. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on **"Test Computer Audio."** Once you are satisfied that your audio works, click on **"Join audio by computer."**

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering the meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone phone.

### Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera ("Start/Stop video")
- Invite other participants
- View Participant List- opens a pop-out screen that includes a "Raise Hand" icon that you may use to raise a virtual hand during the public comment portion of the meeting
- Change your screen name that is seen in the Participant List and video window
- Share your screen

Somewhere (usually the upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between "speaker" and "gallery" view. "Speaker view" shows the active speaker. "Gallery view" tiles all of the meeting participants.

### Meeting Information:

**You are invited to a Zoom webinar.**

**When: Jul 22, 2020 08:30 AM Eastern Time (US and Canada)**

**Topic: DDA Special Meeting**

**Please click the link below to join the webinar:**

**<https://zoom.us/j/92571647236>**

**Passcode: 460752**

**Or iPhone one-tap :**

**US: +16468769923,,92571647236#,,,,,0#,,460752# or +13017158592,,92571647236#,,,,,0#,,460752#**

**Or Telephone:**

**Dial(for higher quality, dial a number based on your current location):**

**US: +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799 or +1 253 215 8782 or +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833**

**Webinar ID: 925 7164 7236**

**Passcode: 460752**

**International numbers available: <https://zoom.us/j/92571647236>**

If you have any further questions or concerns, please contact (734) 243-0700 or email [comments@monroemi.gov](mailto:comments@monroemi.gov) A copy of this notice will be posted at City Hall, 120 East First Street, Monroe, MI 48161.

**MONROE**  
DOWNTOWN  
DEVELOPMENT AUTHORITY  
*RULES OF THE CHAMBER*

Any person wishing to address the Board shall step up to the podium/front of room, state their name and address in an audible tone of voice for the record, and unless further time is granted by the Board, shall limit their address to three (3) minutes. A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Board.

Any person who does not wish to address Board from the podium/front of room, may print their name, address and comment/question which he/she would like brought before Board on a card provided by a staff member and return the card to a staff member before the meeting begins. The staff member will address the presiding officer at the start of Public Comments on the Agenda, notifying him of the card comment, and read the card into the record for response.

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon one weeks' notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9140.

***AGENDA***  
***SPECIAL MEETING***  
**Wednesday, July 22, 2020, 8:30-9:00a.m.**  
**VIA ZOOM MEETING**

**1. Roll Call**

**2. Consideration of Outdoor Pedestrian Walkway (Pedlet)**

**Action Requested**

**3. Adjournment**

**Action Requested**

# *Vision Statement*

In 2027, Downtown Monroe will be a state- and nationally-recognized vibrant and walkable downtown. The storefronts and upper floors are occupied and attract residents to shop and dine locally. It is the preferred downtown in the region for young and successful professionals and retired baby boomers to reside.

The Downtown Monroe retailers and restaurants combine into a lively shopping and entertainment district with an active nightlife. They leverage technology to augment their storefront sales online and to promote their businesses to the community and others in the region.

All historic downtown buildings have made improvements from facade renovations, new signage, and outdoor seating. Empty lots and underused properties are revitalized with productive real estate contributing to the tax base, creating jobs and places to live.

The downtown is connected by an attractive, functional streetscape that is welcoming to pedestrians and non-motorized modes of transportation. The downtown has created greater connection to major employers, education institute and other attractions in the area such as the River Raisin, National and State Parks, and the Centre for the Arts.

Date: Saturday, July 18, 2020

To: DDA Board of Directors

From: Anthony Trujillo, Chair

Re: COVID-19 RELIEF - PEDESTRIAN WALK AROUND PLATFORM

## **BACKGROUND**

With the likelihood of extended capacity limitations because of the COVID-19 pandemic, the Monroe City Council authorized City Manager Vince Pastue to negotiate expanded outdoor dining facilities with downtown restaurants. To date, Chris Bica from McGeedy's has approached the City in that regard. To accommodate his request, the City is considering an outdoor platform or pedestrian walk out to provide for more outdoor seating in front of the restaurant.

We have been working with Unilock and Russell Design to develop a suitable, yet attractive plan for an outdoor dining platform and pedestrian walkways.

At this time, the City Manager is requesting that the DDA consider underwriting the cost of the pedestrian platform, at a cost to be determined, but is likely to be in the \$10,000 range.

Please note that the inclusion of the outdoor pedestrian and dining platforms are not disposable, but reusable for a future use or serve as a trial for future streetscape enhancements, so there is an added benefit to implementation.

## **ACTION**

Approve the conceptual plan for a pedestrian walkway, or pedlet, in front of 39 South Monroe Street in accordance with discussion from the July 17 work session conducted as a response to the resolution authorizing expenditure approved at the July 15 regular meeting.