

**CALL TO ORDER**

The February 13, 2020 Monroe Economic Development Advisory Board Meeting was called to order at 8:04 a.m.; Council Chambers, City Hall.

**ROLL CALL**

Members present: Buse, Dye, King, Nugent, Tuttle, Woods. Ad-hoc Drews arrived at 8:05am.

Staff present: Palmer, Knight, Swanson and Shaw

**APPROVAL OF THE MINUTES**

Board member Sally King made a motion to approve the minutes of January 23, 2020. Motion was seconded by Board member Katie Woods. Motion carried 6/0.

**BOARD MEMBER COMMENTS/UPDATES**

Bridgette Tuttle asked for an overview of city magazine at the next meeting.

Janelle Drews shared that she is preparing for the Great Junk Hunt at the Fairgrounds. She is also working on a special event slated for September of a food-truck roundup of Monroe restaurants that will be held at the Fairgrounds. She also shared that an interview with King5 T.V. regarding the video made for the HGTV renovation project will be shown tonight or tomorrow, Friday, 2/14.

Administrator Knight presented the video made for the HGTV project. She explained that they will be adding to it with updates, etc. and it will be brought back to the board.

**OLD BUSINESS**

**Survey Results Summary**

Economic Development Specialist Palmer summarized the results of the Monroe Business Survey for the board. He explained that there will be follow up on action items such as holding open houses, training, etc. for business groups. The board felt that reporting back to the survey applicants was an important gesture and would show that the city is listening. A suggestion was made to hold a possible drawing for those that took the survey to promote continued interest.

**Wayfinding Programming**

Administrator Knight explained the information that has been gathered to construct the table of the Wayfinding Programming for Sign nomenclature. Additional items were requested to be added:

- Fairfield Park
- Cemetery
- Providence Medical Clinic (as a walk-in)
- Sky Valley Education Center

## **NEW BUSINESS**

### **Food Truck Regulations**

Community Development Director, Ben Swanson, explained the current code restrictions for mobile vendors. A code amendment is proposed to change those restrictions by amending the duration period that a mobile vendor truck is allowed on site. Discussed a sunset clause for those that are grandfathered in. This suggestion will be proposed to the Planning Commission and brought back to the board once completed.

### **Downtown Vacancies – Business recruitment, retention and expansion efforts**

Economic Development Specialist Palmer, along with Administrator Knight, discussed the different businesses that have shown interest in locating in Monroe. Discussion among the board focused on outreach to building owners in the downtown district to be more involved with upkeep of their properties to attract new business owners.

### **2020 Work Plan**

Administrator Knight provided updates for the 2020 EDAB work plan. There are updates that will be taking place as well as various tasks for board participation. Workforce housing was briefly discussed and ways to solicit for investor funding.

## **NEXT MEETING – February 27, 2020**

A draft annual report will be continued to the next meeting from Economic Development Specialist Palmer.

Werner Paddles tour is coming up – Janelle Drews will be sending out an invite for time and date.

Brief discussion proposing sub committees.

## **UPCOMING MARCH/APRIL**

Janelle Drews reported that the Wet Noses and Natural Factors dates for tours are still being determined.

## **ADJOURNMENT**

The meeting adjourned at approximately 9:27 a.m.

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Deborah Knight; City Administrator