

Downtown Development Authority

Minutes of

February 17, 2021

Electronic Regular Meeting

Roll Call: J. Muraro, S. Tinti, M. Skog, B. Thorne, and S. Ortman

Absent: C. Brew, M. Ebeling, and P. Hayes

Others Present: Ray Anderson (DDA Director), S. Anderson, and E. Pontbriand

Oath of Office – Newly/Reappointed Member

Approve Agenda: A motion was made by Member J. Muraro, supported by Member M. Skog and unanimously approved agenda for Electronic Regular Meeting February 17, 2021.

Approve Minutes: A motion was made by Member S. Ortman, supported by Member B. Thorne and unanimously approved minutes of Regular Meeting January 20, 2021.

Approve Treasurer’s Report: A motion was made by Member M. Skog, supported by Member S. Ortman and unanimously approved the Treasurer’s Report.

Approve Payment of Bills: A motion was made by Member M. Skog, supported by Member S. Ortman and unanimously approved payment of the following bills;

Terry Spence – February 2021	\$ 100.00
Dickinson Area Chamber of Commerce	\$ 250.00
Membership Renewal (2/9/2021 to 2/8/2022)	
Display Sales	\$ 299.00
12 LED Mini-lights	
Michael Boileau	\$ 300.00
Security Camera Lease (3/1/2021 to 3/1/2022)	

Old Business:

Main Street Parks (Project) Update – The DDA discussed the project and agreed to get quotes from Second Nature Landscaping. Parks need fencing, gates, arch (Viking Square), plantings, lighting and benches. A flagpole will be installed at Veteran’s Park and an information kiosk will be designed for Viking Square.

Motion: A motion was made by Member S. Ortman, supported by Member J. Muraro and unanimously approved to have the DDA Director to get quotes from Second Nature Landscaping for work at the pocket park.

Mountain Media Update – A presentation was given by Seth Anderson from Mountain Media regarding next steps for the marketing program. They also introduced Elsa Pontriand who will handle marketing for the company. The DDA asked that Mountain Media provide a new proposal based on where we are currently at around work that could be done at the \$5,000 phased increments previously approved.

New Business:

Redevelopment Ready Community Program (RRC) - MEDC – The city is still reviewing whether to continue participating in the program based on how much work or effort is needed compared to benefits (cost benefit analysis). No action necessary at this time.

Other Business:

Property Redevelopment and Marijuana – City Manager reviewed various property for redevelopment and gave an update on the marijuana ordinance.

Communications: None

Citizen Comment: None

Board Member Privilege: None.

Next Meeting Date: March 17, 2021 via zoom.

Adjournment: A motion was made by Member S. Ortman, supported by Member M. Skog and unanimously approved to adjourn the meeting.

Mary Skog, Secretary
Submitted by Ray Anderson and Terry Spence