

REGULAR MEETING The Downtown Development Authority met in regular session at 12:00 Noon, Wednesday, February 21, 2018 in the Norway City Hall.

ROLL CALL M. Skog, S. Ortman, P. Hayes, B. Hawkinson, B. Thorne, S. Tinti, and B. Anderson

ABSENT Mayor Brew, M. Ebeling,

OTHERS PRESENT Ray Anderson, DDA Director; Terry Spence, DDA Director Assistant; Marvin Pollard, Scott Nowack, Coleman Engineering, and M. Blomquist

APPROVE MINUTES A motion was made by Member S. Ortman, supported by Member M. Skog, and unanimously approved minutes of Regular Meeting January 17, 2018.

APPROVE AGENDA A motion was made by Member B. Hawkinson, supported by Member B. Thorne and unanimously approved agenda as presented with no additions, deletions, or modifications.

APPROVE APPOINTMENT OF TREASURER A motion was made by Member S. Ortman, supported by Member M. Skog and unanimously approved to appoint Member Bruce Hawkinson as DDA Treasurer.

APPROVE TREASURER'S REPORT & FINANCIALS A motion was made by Member S. Ortman, supported by Member B. Thorne and unanimously approved treasurer's report and financials.

APPROVE PAYMENT OF BILLS A motion was made by Member M. Skog, supported by Member S. Ortman and unanimously approved to pay the following bills;

- o Terry Spence, Contract Services – January 2018 \$ 100.00
- o Norway Current – C. Street Building Demolition Bids \$ 55.97

CITIZEN TIME None.

NEW BUSINESS DDA Program (Façade/Building Renovations) - Meghan Bloomquist was in attendance at the meeting and continued discussions regarding the façade and building renovations program. The DDA reviewed the program and decided to form a subcommittee to help with financial commitment and to further investigate what the DDA would like to accomplish in moving forward.

APPROVE  
TO INVESTIGATE  
AND MOVE  
FORWARD  
WITH FAÇADE  
PROGRAM

A motion was made by Member B. Hawkinson, supported by Member B. Anderson and unanimously approved to create a subcommittee to include; Ray Anderson, Steve Tinti, and Beau Anderson to further investigate and help move forward with the Façade/Building Renovations.

O'Dill Drive Extension – Marvin Pollard was in attendance at the meeting. Discussed the long term benefits of road improvements which includes the St. John's property. Mr. Pollard wanted to encourage the DDA to support their efforts in constructing the new roadway that would not only benefit the church properties but also benefit future developments in the St. John properties. The DDA board discussed possible funding and it was recognized that due to the limited funds and the current estimate for construction that the roadway would not be built until 2024 when the current bond issue has been paid off.

Pocket Park Renovation Project – The DDA board discussed how best to move forward with the pocket park project and included discussions concerning the Veteran's Park. The issue was centered around the delays from the city in demolishing the existing structures. Part of the delay is attributed to the city work schedule or lack of time available to perform the work as well as the issue of having a construction plan ready to start installing without an extended delay of having an exposed site. It was discussed and agreed that the proper way to handle this project is for the Manager to go out for RFP's from architectural firms to handle the bidding and construction of the project as well as the demolition.

APPROVE  
TO SEEK  
PROPOSALS

A motion was made by Member S. Ortman, supported by Member B. Thorne, and unanimously approved to seek architectural proposals (RFP) to manage the demolition and construction of both the pocket park and the new Veteran's Park.

OLD  
BUSINESS

None

OTHER  
BUSINESS

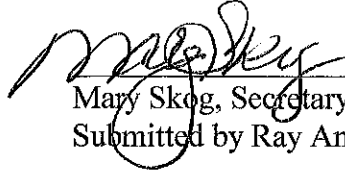
None

NEXT  
MEETING  
DATE

March 21, 2018

ADJOURN

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



Mary Skog, Secretary

Submitted by Ray Anderson and Terry Spence