

- REGULAR MEETING The Downtown Development Authority met in regular session at 12:00 Noon, Wednesday, January 16, 2019 in the Norway City Hall.
- ROLL CALL Mayor Brew, S. Tinti, M. Skog, B. Thorne, P. Hayes, and M. Ebeling
- ABSENT S. Ortman, B. Anderson, and B. Hawkinson
- OTHERS PRESENT Ray Anderson, DDA Director; Terry Spence, DDA Director Assistant; and Marcus Andrews, Web Design
- APPROVE ELECTION OF OFFICERS A motion was made by Member C. Brew, supported by Member M. Skog and unanimously approved to appoint Steve Tinti as Chairperson; Steve Ortman as Vice Chairperson; Bruce Hawkinson as Treasurer; and Mary Skog as Secretary.
- APPROVE AGENDA A motion was made by Member M. Skog, supported by Member B. Thorne and unanimously approved the agenda.
- APPROVE MINUTES A motion was made by Member M. Skog, supported by Member B. Thorne and unanimously approved minutes of Regular Meeting December 19, 2018.
- APPROVE TREASURER'S REPORT, & FINANCIALS A motion was made by Member C. Brew, supported by Member B. Thorne and unanimously approved the treasurer's report and financials.
- APPROVE PAYMENT OF BILLS A motion was made by Member P. Hayes, supported by Member C. Brew and unanimously approved payment of the following bills;
- Terry Spence, Contract Services – January 2019 \$ 100.00
- OLD BUSINESS Pocket Park Renovation Project – The committee is still working with the architect on details with the proposal and design.
- Web Page Update – The City Manager/DDA Director and Marcus Andrews provided an update on the web page. The first mockup of the page is close to being ready and should we should have a first look by Friday. The City Manager will email a link when it becomes available. There was also a discussion regarding Mr. Andrews' compensation for the web page.

MEDC RRC Program – The City Manager/DDA Director provided an update on the RRC program. A final report from the MEDC was distributed to the board showing the schedule for activities.

Main Street Holiday Decorations (Banners, Lights, etc.) – Decorations need to be taken down.

Ordinance Tourist Oriented Directional Signs (TODS) – The City Council approved the ordinance for TODS signs. The Norway Area Planning Commission is now reviewing the details for the sign program. The DDA briefly discussed business signs and associated rules.

NEW
BUSINESS

2019 Meeting Schedule and Procedures – DDA discussed meeting dates and agreed to keep meeting on the 3rd Wednesday of the month at noon, Norway City Hall conference room B.

APPROVE
2019 MEETING
SCHEDULE

A motion was made by Member M. Ebeling, supported by Member P. Hayes, and unanimously approved to meet the third Wednesday of the month at noon, Norway City Hall conference room B.

CITIZEN
COMMENT

None.

BOARD
MEMBER
PRIVILEGE

Request was made by the board to send a thank you letter to Greg Hunt and Carol Sundstrom for their work on the Music-In-The-Park program.

NEXT
MEETING
DATE

February 20, 2019

ADJOURN

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



Mary Skog, Secretary

Submitted by Ray Anderson and Terry Spence