

Downtown Development Authority

Minutes of
May 15, 2019

Roll Call: S. Tinti, P. Hayes, B. Anderson, B. Hawkinson, M. Skog, S. Ortman, and B. Thorne

Absent: Mayor Brew, and M. Ebeling

Others Present: Ray Anderson, DDA Director; and Terry Spence, DDA Director Assistant

Approve Agenda: A motion was made by Member M. Skog, supported by Member B. Thorne and unanimously approved May 15, 2019 agenda.

Approve Minutes: A motion was made by Member B. Hawkinson, supported by Member B. Thorne and unanimously approved minutes of Regular Meeting April 17, 2019.

Approve Treasurer's Report & Financials: A motion was made by Member S. Ortman, supported by Member M. Skog and unanimously approved the treasurer's report and financials.

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

- Terry Spence, Contract Services – May 2019 \$ 100.00
- Blomquist Architects, PLLC \$ 5,000.00

Old Business:

Pocket Park Renovation Project – DDA discussed renovation project and would like to see a report and update going to Council for their June 17th council meeting. In order for this to happen we will need to have the 3D renderings available from Blomquist Architects.

Web Site Update – Still working to get Civic Plus on a 6 month contract which would end on June 30, 2019. We are slowly getting into a position to have all the information migrated and the new web site turned on.

Redevelopment Ready Community (RRC) – Ryan Soucy from CUPPAD will have the initial public participation plan to the city by the end of June. Once we have this plan we will need to review and comment.

By-Laws Review and Revisions – Updated bylaws were handed out and would be brought up for comments at the next meeting.

Electric Car Station (WPPI) – A report was brought to the DDA for consideration in supporting an idea of having electric car charging stations installed in town.

New Business:

Special Event Application – Music in the Park. DDA discussed Special Event Application and agreed with blocking areas of parking on Main Street in front of the band shell.

Approval: A motion was made by Member S. Ortman, supported by Member B.Hawkinson and unanimously approved the Special Event Application for the Music in The Park series to include blocking off the parking stalls on the west side of Main Street on 9th Avenue in front of the band shell to traffic for the purpose of housing the vendors.

Garden Club Spring Flowers – Garden Club requested a donation for spring flower planting.

Approval: A motion was made by Member M. Skog, supported by Member P.Hayes and unanimously approved \$300 donation to the Garden Club for spring planting.

Citizen Comment: None

Board Member Privilege: Discussed Band Shell Lighting and Electrical outlets. Also, discussed the salt shed funding.

Next Meeting Date: June 19, 2019

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

Mary Skog, Secretary

Submitted by Ray Anderson and Terry Spence