

Downtown Development Authority

Minutes of

October 21, 2020

Electronic Regular Meeting

Roll Call: S. Tinti, M. Ebeling, M. Skog, B. Thorne, and P. Hayes

Absent: J. Muraro, B. Anderson, S. Ortman, and C. Brew

Others Present: Ray Anderson (DDA Director)

Approve Agenda: A motion was made by Member M. Skog, supported by Member M. Ebeling and unanimously approved agenda for Electronic Regular Meeting October 21, 2020.

Approve Minutes: A motion was made by Member M. Ebeling, supported by Member M. Skog and unanimously approved minutes of Regular Meeting September 16, 2020.

Approve Treasurer’s Report: A motion was made by Member P. Hayes, supported by Member M. Ebeling and unanimously approved the Treasurer’s Report.

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

- Terry Spence – October 2020 \$ 100.00
- Second Nature Landscaping \$ 5,689.03
- Mike’s On Main (Connie Hallgren – Winner) \$ 25.00
 - Gift Certificate-Name the Park Contest
- TRICO Opportunities \$ 856.80
 - Flower Bed Maintenance September
- Peterson Welding LLC \$ 885.00
 - Fencing at Viking Square Park
- Transfer
 - Dickinson County Register of Deeds \$ 30.00
 - Recording of Deed - Langin Property

Old Business:

Main Street Parks (update) – The contractor continues progress on the parks. Contractor is now complete with all parts of his original contract. The iron for the pocket park is complete but needs installation. It was agreed that the most efficient and practical move is to have the contractor install the rail under a time and material change order. The current actual expenses on the parks to date are as follows:

- Contractor Bid \$74,973.03
- Deduction (trees) \$ 3,224.00
- Contractor Total \$71,749.03
- City Trees \$ 2,174.00
- Peterson’s Welding \$ 5,049.00 (not to exceed \$6,000)
- Installation of fence \$ (to be done time and material)
- Project Total (to date) \$78,972.03

Electric Vehicle Charging Station Update – The city electric department should have the installation of the station complete in about two weeks.

Salt Shed Project Update – The structure is complete and approved. Fencing contractor scheduled to start later this week. Completion is scheduled by end of the month. The City Council did approve a change order on the fencing to increase the fence opening from 16 feet to 24 feet. This was a request by both the DPW and DPL departments. The change is for an additional \$4,315. The DDA has approved picking up 25% which is \$1,078.75 bringing the DDA total to \$35,621.

New Business:

Christmas Parade – The event has been canceled.

Motion. A motion was made by Member P. Hayes, supported by Member B. Thorne and unanimously approved a contribution of \$900 toward the Christmas parade (Santa & Fireworks).

Other Business:

WPPI Community Funds -

Communications: None

Citizen Comment: None

Board Member Privilege: None.

Motion. A motion was made by Member M. Ebeling, supported by Member B. Thorne and unanimously approved to move the regular scheduled meeting for November 18th to November 11th.

Next Meeting Date: November 11, 2020

Adjournment: A motion was made by Member P. Hayes, supported by Member M. Ebeling and unanimously approved to adjourn the meeting.

Mary Skog, Secretary
Submitted by Ray Anderson and Terry Spence