

**Downtown Development Authority**

Minutes of

January 20, 2021

Electronic Regular Meeting

**Roll Call:** C. Brew, S. Tinti, M. Ebeling, M. Skog, B. Thorne, S. Ortman, and P. Hayes

**Absent:** J. Muraro, and P. Hayes

**Others Present:** Ray Anderson (DDA Director), Trisha Plante, City Clerk, Seth Anderson, Elsa Faust Pontbriand

**Oath of Office – Newly/Reappointed Member**

**Election of Officers:**

**Approve Election of Officers:** A motion was made by Member M. Ebeling, supported by Member B. Thorne and unanimously approved the appointment of the following officers; President, Steve Tinti; Vice President, Steve Ortman; Secretary, Mary Skog; Treasurer, Staff.

**Approve Agenda:** A motion was made by Member M. Skog, supported by Member M. Ebeling and unanimously approved agenda for Electronic Regular Meeting January 20, 2021.

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

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

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

- Terry Spence – January 2021 \$ 100.00
- Display Sales – Christmas Lights \$ 470.00

**Old Business:**

Main Street Parks (Project) Update – The DDA briefly discussed the project from this summer and agreed that the next phases of the project(s) scope should be discussed in February. There was also discussion regarding whether to complete the project in one or two fiscal years but in both cases would be in the 2021 calendar year since the start of the fiscal year is July 1<sup>st</sup>.

Mountain Media Update – Discussion with Seth Anderson, Michael Johns, and Elsa Pontbriand from Mountain Media. Elsa Pontbriand was recently added to the Mountain Media organization to expand their offerings into organizational marketing. The board discussed their interests and direction for the upcoming calendar year and beyond. They have interest in marketing the community and of the importance for pictures (video) as a visual presence. The DDA board expressed its interest in receiving a proposal and to work the proposals into \$5,000 increments. A target date for the proposal is for the next DDA meeting on February 17, 2021.

**New Business:**

2021 Meeting Calendar/Schedule – Discussion regarding keeping the current regular meeting schedule or possibly changing.

**Approve Meeting Schedule:** A motion was made by Member S. Ortman, supported by Member M. Skog and unanimously approved 2021 meeting schedule (3<sup>rd</sup> Wednesday of every month at noon).

**Other Business:**

Economic Development Discussion – The Dickinson Area Economic Development Alliance is now working on their 2021 action plan. Within this plan is to assist in targeting available properties for new housing. They plan to assist the city with marketing the Oak Crest Property Development Plan.

Christmas Decorations – Discussed the purchase of Christmas decorations for US2, US8 and Main Street.

**Approve Purchase of Christmas Decorations:** A motion was made by Member S. Ortman, supported by Member M. Skog and unanimously approved the purchase of Christmas Decorations/Lights in the amount of \$5,000.

**Communications:** None

**Citizen Comment:** None

**Board Member Privilege:** None.

**Next Meeting Date:** February 17, 2021 via zoom.

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

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Mary Skog, Secretary  
Submitted by Ray Anderson and Terry Spence