

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**MINUTES**  
 SEPTEMBER 9, 2015 6:00 PM  
 COUNCIL CHAMBERS, CITY HALL

- I. CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE** - The meeting was called to order at 6:07 p.m. Members Present: Chairman Bruce MacDowell, Keith Mulder, Terrance Augustine, Michael Fredericks, Bob Brown, David Jonas, Lise Mitchell. Others Present: City Administrator Adam Smith and Assistant City Administrator Ameer King. Members Absent: Jason Barclay, Chris Fata, Mayor Kalmin Smith, Karl Glarner, Gary Burt, and Rachel Schroeder.
- II. APPROVAL OF AGENDA** – Chairman MacDowell indicated that item B under old business should be struck off the agenda and a new item under New Business should be added for Art Sculpture Site Consideration. Ms. Mitchell made a motion to approve the agenda as amended. Mr. Brown supported the motion. Motion carried 7 to 0.
- III. BOARD OF DIRECTORS MINUTES**- Approval of regular minutes for August 12, 2015 - Mr. Mulder made a motion to approve the minutes as presented. Ms. Mitchell supported the motion. Motion carries 7 to 0.
- IV. PUBLIC COMMENT** - Mr. John Jones, Broadbent. Mr. Jones indicated that he is on the board of directors for the church located at 227 Bridge Street. Mr. Gentilozzi is their landlord. They are in support of removing the canopy and making the driving lanes usable.
- V. COMMITTEE REPORTS** –Mr. Smith indicated there are no committee reports. Staff has given the committee structure to the entire board and have asked each member to rate their choices 1-4 so we may assign board members to committees.
- VI. STAFF REPORTS**
  - A. Finance transactions and bills** - Mr. Smith reviewed the bills for the month. Two of the payments are transfers that cover the debt payments for the entire year. Mr. Augustine made a motion to approve payment of the bills in the amount of \$348,188.00. Mr. Mulder supported the motion. Motion carried 7 to 0.
  - B. Monthly financial statement** - Mr. Smith reviewed the financial statements. Mr. Smith further indicated that the auditor site visit is complete and a preliminary analysis shows the DDA will have approximately \$150,000 more in revenue than anticipated in the budget.

**VII. OLD BUSINESS**

**A. DDA blighted canopy** (behind Fortino’s 314 S. Bridge) - Mr. Smith indicated that the demolition bid did not include removal of the concrete pad and replacement of asphalt. Staff compiled an estimate for both of those components. The total estimated project cost is \$11,000. Staff recommends we move forward with this project and we believe it can be completed this fall. Mr. Augustine made a motion to approve the project. Mr. Fredericks supported the motion. Mr. Jonas requested that MacKenzie be spelled correctly in the minutes. A roll call vote was taken. Motioned carried 7 to 0.

Mr. Jonas	Yes	Mr. Brown	Yes	Ms. Mitchell	Yes
Mr. Fredericks	Yes	Mr. Mulder	Yes	Mr. Augustine	Yes
Chairman MacDowell	Yes				

**B. Enclosure located behind 223 S. Bridge Street.** - Chairman MacDowell turned the meeting over the Mr. Mulder. Mr. Mulder took over the meeting. Mr. Smith indicated that since the last board meeting, staff has looked into ownership issues and obtained quotes for this project. This project will address another blight issue in town and will increase traffic safety. There will be a property swap allowing the properties to be squared up. The façade portion of the project will be handled by the Façade Committee. The total

project cost is approximately \$51,000. We may be able to get this done this fall, or break into two phases. We have enough in fund balance or to take portions of it from the façade grant line item and/or parking lot line item.

Mr. Glarner arrived at 7:05 p.m. Mr. Smith reviewed the project the board is currently discussing. Mr. Augustine made a motion to approve the Gentilozzi project as presented by staff with an approximate budget of \$53,000 which will be supported by fund balance and/or budget amendments. Mr. Fredericks supported the motion. A roll call vote was taken. Motion carried 6 to 1.

Mr. Brown	No	Ms. Mitchell	Yes	Mr. Fredericks	Yes
Mr. Augustine	Yes	Mr. Jonas	Yes	Mr. MacDowell	Abstain
Mr. Glarner	Yes	Chairman Mulder	Yes		

Chairman Mulder turned the meeting over to Bruce MacDowell.

**VIII. NEW BUSINESS**

**A. Art Sculpture location.** - Mr. Smith indicated that we have been fortunate to have a private donor donate \$10,000 for an additional public art display. The draft proposal will be reviewed tomorrow at the art committee. In looking at potential options, the Huhn family would like to place it on the corner of West Jefferson and Harrison in parking lot #1 – Log Jam parking lot. This is part of the DDA parking lot. We are requesting approval of the site for the art piece. Huhn Chevrolet was located at that site previously. Mr. Augustine made a motion to approve the site location in parking lot #1 – Log Jam parking lot at the corner of West Jefferson and Harrison. Mr. Fredericks supported the motion. Motion carried 8 to 0.

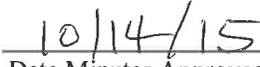
**IX. PUBLIC COMMENT -**

**X. BOARD OF DIRECTORS COMMENTS** - Mr. Mulder indicated that the Music in The Park wrapped up along with the Movies in The Park series. It was a very successful year. Many people have come from all over to see the concerts. Over 10,000 people. Mike Fredericks and Shawn VanSteeland created this 6 years ago with a piece of plywood and a pallet in the corner of the park. We would like to thank the entire DDA for their support. Chairman MacDowell added that he would like to thank Mr. Mulder for his continued support.

**XI. ADJOURNMENT** - Mr. Augustine made a motion to adjourn the meeting at 7:16 p.m. Mr. Frederick supported the motion. Motion carries 8 to 0.

Minutes recorded and transcribed by Ameer King

  
Robert Brown, Secretary

  
Date Minutes Approved