

**Downtown Development Authority Board
Monday, July 11, 2016
Scheduled Meeting
City Hall Chambers**

Present: Atkins, Carey, Krumholz, LaVanway, McCleod, Miller, Mayor Peck, Teske, Worgess and City Administrator Tom Cannon.

Absent: none

Guests: Chris Oliver, Ashley Cousens (FOTJ)

Meeting was called to order by President Teske at 5:30 p.m.

Secretary's Report-

Motion by Atkins, second by Carey to approve of the June 6, 2016 minutes. All ayes, motion carried.

Motion by Atkins, second by Worgess to approve of the June 13, 2016 special meeting minutes. All ayes, motion carried.

Treasurer's Report

Motion by Miller, second by Carey to pay the bills to NLEA for \$5,000 and Sternberg Lanterns for \$7,104. All ayes, motion carried.

Motion by Miller, second by Carey to accept the treasurer's report. All ayes, motion carried.

City Manager's Report-

Downtown WiFi-

The downtown wifi is now operational. It is available to the public on Main Street and the Memorial Park areas. Amanda put on facebook that it is designed for outside areas not inside buildings as the reception is not as good.

Safe Routes to School-

New sidewalks will be put in around the schools. The project is scheduled to start June 20th and completed before Labor Day.

Recycling Center-

The recycling center can't be completed until the County completes the concrete work. There will be four dumpsters with a cardboard compactor in that area when it is all completed.

Mayor's Report- Nothing

DDA Coordinator-

Baker went over her work plan progress. She will send out a letter explaining who she is and what is going on to businesses. She will include a form in the letter asking for information. She started a facebook page as her communication campaign. She discussed doing a DDA orientation, annual budget, recruiting packet and strategic planning process which all have not been started yet.

Chairman's Report-

Teske brought up that Music in the Park with the Accidentals had over 600 people attend.

Old Business-

A. Banners-

Discussion was held on design of banners. Friends of the Jordan presented four designs. Amanda suggested we have generic East Jordan design on one side that will coordinate with the entrance way signs and a group organization design on other side. The committee would like to have banners by Labor Day. A policy needs to be worked on regarding adding banners from organizations.

B. MEDC Grant Project - Memorial Park and Sportsman Park Improvements

Cannon would like to schedule another public meeting on moving the train to Sportsman Park. LIAA could be the presenter.

C. Wireless Broadband-

Discussed in City Manager's report.

New Business-

A. Kayak Rack-

The kayak rack was discussed. Amanda will check with distributors to add an awning on top of it. Discussion was held on maybe moving it to Tourist Park where it may be a better place for it.

B. Façade Grant Program: Bethany Whitley, NLEA

Whitley presented requirements of the façade grant program to the board.

Other-

Teske commented fundraising is not allowed at Music in the Park.

Miller reported on the car/boat show.

Carey commented on the sign Korthase Flinn has in their flower box which was nice. Perhaps if there was one in every box the caretaker may take more pride in their box. Mark Penzien may have some prototypes for similar signs. Who should pay for the signs? A committee of Worgess, Miller, Teske and Amanda Baker will meet to discuss this issue.

Meeting adjourned.

Next meeting of August is scheduled for July 25th at 5:30 p.m.

The redevelopment liquor license for Cannonball will be voted on so that the City Commission can vote on it the next night.

Dawn LaVanway, Secretary