

Meeting Minutes
Downtown Development Authority – Regular Meeting
130 S. Lane St. August 12, 2020 6:00 p.m. In person and held via Zoom Internet

Members Present: Scott Croft, Shelby Simpson, Heather Marks, Laura Nichols, Sandy Witt, Mike Gunter, Barb McHenry, Brenda Butler (*), Bob Valdez (*), Cindy Zanger (*), April Wolfe (*)

(*) Via Zoom

Members Absent: None

Village Representative(s) present: None

1. Call to Order 6:04 pm.
2. Approval of Minutes – Discussion and review held.
 - a. Motion – Nichols made a motion to approve the minutes presented. Witt second. None opposed, motion carried.
3. Committee Reports – Discussion held. Chairperson(s) provided synopsis.
 - a. Presented reports – Economic Vitality (formerly Restructuring), Design, and Events & Outreach.
4. Acknowledge receipt of Minutes –
 - a. Motion - Croft made a motion to accept the minutes presented. Butler second. None opposed, motion carried
5. Visitors –
 - a. Art Weber
 - b. Brenda Rigdon
 - c. Kathleen Bonney (*)
 - d. Christopher Jordan (*)
6. Coach Light Plaza Report – Presentation by Brenda Rigdon.
 - a. Discussion and review held.
 - b. Questions to be submitted to Marks by August 19th.
 - c. Special DDA Board meeting scheduled for August 26th, 6pm, @ the Village Office.
7. Mini Park Budget –Discussion and review held.
 - a. Motion – Nichols made a motion to proceed in funding Phase 1 and Phase 1 Alternate for the Mini Park, totaling \$82,621.63 (\$51,654.39 + \$30,967.24). Butler second. Roll called: Gunter – Yes, Marks – Yes, McHenry – Yes, Nichols – Yes, Simpson – Yes, Witt – Yes, Butler – Yes, Croft – Yes, Valdez – Yes, Zanger – Yes. Wolfe - Yes. Motion carried.
 - b. Pergola/Gazebo located in the current Mini Park setting.
 - i. Motion – Witt made a motion to recommend the relocation of the structure (Pergola/Gazebo currently located in the Mini Park), to the new Village Pool location. Marks second. None opposed, motion carried.
8. Façade Grant Request – JEQ
 - a. Design committee Chair Gunter recommended approval of the grant to the DDA Board.
 - b. Motion – Butler made a motion to provide \$9,227.00 to JEQ for the purchase and placement of an awning to be placed at the business address. In addition a request to not place a vending machine in front of the property as well. Nichols second. Roll called: Gunter – Yes, Marks – Yes, McHenry – Yes, Nichols – Yes, Simpson – Yes, Witt – Yes, Butler – Yes, Croft – Yes, Valdez – Yes, Zanger – Yes. Wolfe – Yes. Motion carried.
9. Sponsorship update – Director’s update.
10. MEDA Conference October 18-22. 2020 – Discussion and review held.
 - a. Motion – McHenry made a motion to permit and pay up to \$1,300.00 for Marks to attend the MEDA Conference. Croft second. Roll called: Gunter – Yes, Marks – Yes, McHenry – Yes, Nichols – Yes, Simpson – Yes, Witt – Yes, Butler – Yes, Croft – Yes, Valdez – Yes, Zanger – Yes. Wolfe – Yes. Motion carried.
11. Director’s Report – Discussion and review held.
12. Unfinished Business – None discussed.
13. New Business – None discussed.
14. Announcements –
 - a. Warm accolades expressed on DDA Director Marks’ performance.
15. Adjournment –
 - a. Marks made a motion to adjourn the DDA Board meeting, Butler second. None opposed, motion carried.
16. Adjournment at 7:15 p.m.