

DEWITT DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES - BOARD OF DIRECTORS
Tuesday, June 8, 2010

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CALL TO ORDER:

Chairman Lee called the meeting to order at 7:41 a.m.

Directors Present: Paul Hartlieb, Beth Herendeen,
Mike Lee, Fred Motz, Jim Rundborg
Directors Absent: Theresa Dubiel, John Coscarelli, Kris Kramer, Bill Sermak
Others Present: Chris Olson, City Administrator
Kellie Warner, DDA Coordinator
Kara Villarreal, Administrative Asst.

APPROVAL OF AGENDA: On motion by Mayor/Director Rundborg, seconded by Director Hartlieb, and carried by vote of the Board to approve the Agenda, as presented.

APPROVAL OF MINUTES: On motion by Director Hartlieb, seconded by Director Motz and carried by vote of the Board to approve the Minutes of the May 11, 2010 Board Meeting, as presented. On motion by Director Hartlieb, seconded by Director Herendeen and carried by vote of the Board to approve the Special Meeting Minutes of the May 18, 2010 Board Meeting, as presented.

APPROVAL OF ACCOUNTS PAYABLE: On motion by Director Herendeen, seconded by Director Hartlieb and carried by vote of the Board to approve the Accounts Payable, as presented.

RECEIVE AND FILE FEBRUARY, MARCH AND APRIL, 2010 TREASURER'S REPORTS: Received and filed, after explanations.

PUBLIC COMMENTS: none

Director Hartlieb questioned loss of TIFA income on property purchased by City by the Park. Determined it is not in DDA district.

OLD BUSINESS:

1. RiverBash: Reviewed scenario. No request of City or DDA made. Organizers reserved Park and called for volunteers. Issues: Liability coverage, Park damage, police time, trash collection, sign off on Park rules.

2. Committees and Goals: Chairman Lee reported he is still working on facade. Should have objectives by next meeting. Director Hartlieb requested a committee be formed for business recruitment and assistance to new businesses to help prospects navigate hurdles. Chairman Lee advised he is pursuing the 21-C3 program. He will be sending power point presentation from recent seminar (entrepreneurial gardening) he attended for ideas and expertise. Chairman Lee directed Director Hartlieb to put a meeting together for such a committee.

Miscellaneous: Chairman Lee reported Mr. Brennen still working on his project.
Sam's sold - Chairman Lee to contact purchasers to provide assistance.

NEW BUSINESS:

1. DPS Services in DDA District: Reviewed budget amount for services. Need for bidding if using outside contractors. Need scope of work package. Chairman Lee will ask Director Dubiel to provide said package.

2. Resignation: Chairman Lee advised the Board of the resignation of the DDA Administrative Asst.

OTHER BUSINESS:

1. Coordinator's Report: Coordinator Warner submitted her written report. Requested volunteers for the Farmer's Market and Cruise-In. Reviewed Cruise-In plans.

2. City Administrator's Report: Administrator Olson reported on a restaurant interest from St. Joseph company.

Advised Board of the June 24 Planning Commission Public Hearing on parking restrictions.

External antenna installed on Joslyn building.

Farmer building legislation being introduced to speed future process.

3. Planning Commission Report: none

4. Economic Development Committee Report: none

5. Design Committee Report: none

6. Organization and Promotion Committee Report: none

7. Council Report: none

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ADJOURNMENT: On motion by Mayor/Director Rundborg, seconded by Director Herendeen and carried by vote of the Board to adjourn at 8:44 a.m.

Respectfully Submitted:

Kara Villarreal, Administrative Assistant for
Paul Hartlieb, Board Secretary