

**DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
October 16, 2017**

**DIRECTORS PRESENT:** Jeff Breneman, Bjorn Green, Susan Lindeman, Bob Miller, Patti Owens, Greg Taylor, Derek Wissner, Grant Fletcher

**DIRECTORS ABSENT:** Mayor Bobby Hopewell, Carl Brown, Stephanie Hinman

**STAFF PRESENT:** Andrew Haan, Deb Houseman, Sue Huggett, Patrick Halpin

**OTHER:** Michael O'Connor

**I. CALL TO ORDER**

Director Taylor called the meeting to order at 3:04 p.m.

**II. ROLL CALL**

Directors Taylor, Owens, Wissner, Breneman, Miller, Fletcher, Lindeman, Green.

**DIRECTOR OWENS MOVED TO EXCUSE ABSENT BOARD MEMBERS.  
SUPPORTED BY DIRECTOR GREEN. MOTION CARRIED.**

**III. ADOPTION OF AGENDA**

**DIRECTOR FLETCHER MOVED TO ADOPT THE AGENDA AS AMENDED.  
SUPPORTED BY DIRECTOR GREEN. MOTION CARRIED.**

**IV. MINUTES – September 18, 2017**

**DIRECTOR OWENS MOVED TO APPROVE THE BOARD MINUTES.  
SUPPORTED BY DIRECTOR WISSNER. MOTION CARRIED.**

**V. FINANCIAL REPORT- 2 MILL and TIF September 2017, TPM August 2017**

D. Houseman reviewed the financials, and opened for questions. There were no questions.

**DIRECTOR OWENS MOVED TO APPROVE THE FINANCIAL STATEMENTS  
AS PRESENTED. SUPPORTED BY DIRECTOR GREEN. MOTION CARRIED.**

**VI. ACTION ITEMS**

**A. Approve Resolution 17-04- A Resolution To Call A Public Hearing for the 2018 Budget**

**DIRECTOR WISSNER MOTIONED TO APPROVE RESOLUTION 17-04 TO CALL A PUBLIC HEARING FOR THE 2018 BUDGET. SUPPORTED BY DIRECTOR GREEN. MOTION APPROVED.**

Roll Call to Approve: Directors Taylor, Owens, Wissner, Breneman, Miller, Fletcher, Lindeman, Green. No abstaining votes.

**B. Sign Grant Application – Adrienne’s Boutique**

A.Haan, Executive Director, shared that the Project Review Committee recommends approval of this grant

**DIRECTOR GREEN MOTIONED TO APPROVE ADRIENNE’S BOUTIQUE SIGN GRANT APPLICATION. SUPPORTED BY DIRECTOR WISSNER. MOTION APPROVED.**

**VII. DISCUSSION ITEMS**

A. Haan, Executive Director, reviewed report attached to this month’s agenda covering topics of planning and re-organization, infrastructure projects, development projects, and media coverage.

- A. Organizational Restructuring**
- B. Bates Alley Project**
- C. Arcadia Creek Festival Site**
- D. Parking System Assessment**
- E. Business Retention and Recruitment Strategy**

**VIII. COMMITTEE REPORTS**

**A. Transportation, Parking, & Mobility**

At the end of 2018 the overall analysis of system and contract will be put out to bid for system operator. Both ramps have been operational, positive feedback on automation.

**B. Capital Improvements**

By the end of this month, 10 bike racks will be installed south of Lovell that will serve Bronson, their facilities, and the public.

AMC does not have an official opening date. A. Haan suggested that the opening will most likely be in three to four weeks.

**C. Project Review**

No report given.

**D. Citizens Council**

No report given.

**E. Safety**

No report given.

**IX. DIRECTOR COMMENTS**

Director Miller thanked everyone who was involved with the Western Homecoming celebration. He reported that the student athletes passed out 60 Western Flags downtown. He also gave thanks to P. Halpin for hanging the big Western Flag downtown.

Director Green stated it's great to see a positive capital budget and complimented D. Houseman on doing a great job. He also stated that the DDA needs consider the appropriation of the percentage of dollars that DDA finds in the budget to the beautification of downtown.

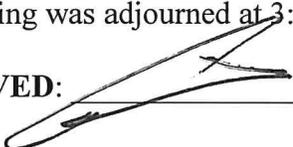
**X. PUBLIC COMMENTS**

No public comments.

**XI. ADJOURNMENT**

The meeting was adjourned at 3:40 p.m.

**APPROVED:**

  
Derek Wissner

Secretary