

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Regular Meeting**  
**June 16, 2020**

**CALL TO ORDER:** By Chairman Wilson on Tuesday, June 16, 2020, at 6:30 p.m..

**PRESENT:** Chairperson Wilson, Board Members Barna, Phillips, Wirt, Anderson, Limas and Howe.

**ALSO PRESENT:** Community Development Director Myrkle and City Clerk Terpstra.

**ABSENT:** Mayor Ridge.

**APPROVAL OF MINUTES FOR THE MEETING OF February 18, 2020:** Board member Phillips moved, supported by Wirt to approve the minutes of February 18, 2020. Carried. 7 Yes. 0 No.

**PUBLIC COMMENT:** None.

**ITEMS OF BUSINESS:**

**A. FY 20/21 BUDGET:**

Community Development Director Myrkle gave an overview of the proposed FY 20/21 DDA Budget. This consisted of the revenue breakdown, proposed expenses and obligated expenses.

Chairman Wilson suggested having the businesses take care of watering the flower pots downtown in front of their businesses to cut down on that expense.

Director Myrkle reminded that they would need to be watered everyday throughout the months of July and August if that was to be done.

Chairman Wilson stated that he would like to see a contract for the snow removal. There has not been one in the past but like one to spell out the expectations of the work being done.

Director Myrkle stated that he had talked to the contractor and addressed the concerns that he has been told and advised that their price may go up if a contract was involved.

**Board member Wirt moved, supported by Barna to approve FY 20/21 as presented to include the 2 mills allowed. Carried. 7 Yes. 0 No.**

**B. DOWNTOWN DUMPSTERS:**

Chairman Wilson talked about readdressing the ordinance as it relates to city property and where dumpsters can be located.

Discussion was held on the placement of dumpsters in the downtown area.

It was recommended to look into changes in the ordinance relating to this issue.

**C. SIDEWALK SNOW REMOVAL:**

Discussion was held on issues that need to be addressed going forward.

**Board member Phillips moved, supported by Wirt to start the special assessment process for snow removal and renew the contract for the same amount of \$14,500 and to assess owners \$2.00/linear foot.**

**D. PEDESTRIAN SIGNAGE DISCUSSION:**

Chairman Wilson stated that he likes the idea of trying to sell the signs that can not be used to another city to recoup some of the money spent.

Director Myrkle stated that they are looking into some different signs that may be able to be used.

**STAFF UPDATES/REPORTS, COMMENTS, & CORRESPONDENCE:**

Director Myrkle stated that the new trash receptacles are supposed to be shipped today and that they will all be replaced in the same locations.

Discussion was held on the trees that would be planted in the new parking lot. They will be Purple Prince and Red Jewell and they will be smaller trees.

**Board member Phillips moved, supported by Wirt to adjourn the meeting at 7:43 p.m.**

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Ginger Terpstra, City Clerk, CMMC