

Downtown Development Authority

March 10, 2022, 1:30pm

Meeting Minutes – Members joining by zoom are unable to vote

Present: Bronner, Bierlien, Hiles, McLeod, McClellan, Schmitzer, Zehnder, Zimmer, Keller (via zoom), Banes (via zoom)

Absent: Johnston, Rummel,

Also Present: City Manager Smith, City Planner Kraushar, Mayor Ackermann, DDA Director Hopp, Chamber CEO Furbush

1. Public Input

There was no public input.

2. Harvey Kern Presentation

Parks and Rec member Ed Foltz gave a presentation on Harvey Kern Pavilion and its current state. There was a brief overview of the past problems the structure faced with leaks, and the events it has hosted over the years. Parks and Recreation asked the DDA to contribute \$100,000 to match with ARPA dollars to fix the roof to lessen the burden on the maintenance fund. The board is willing to contribute and is waiting for the budget next meeting to determine an appropriate amount.

3. Organization

a. Minutes of January 13, 2022

The minutes of the January 13, 2022 meeting were approved as presented.

Moved by Zehnder, seconded by Hiles. Carried

b. Executive minutes of February 1, 2022

The minutes of the executive meeting did not necessitate a motion but were presented to acknowledge there was a meeting.

4. Finance Report

a. Accounts Payable from January 1 to February 28 2022

Accounts payable were approved as presented.

Moved by McLeod, seconded by Zimmer. Carried.

b. Audit Fiscal year 2022-21

The Audit for the Fiscal year of 2022-21 was received and filed.

c. Budget Fiscal Year 2022-23

Director Hopp and McLeod have been working together on the DDA Budget. It will be ready for review and discussion at the next meeting in April.

5. Next Meeting April 14 2022

6. Old Business

a. Board Position Applicants

The Board reviewed the applications of Adam Barton and Chuck Stadler. Both applicants had experience that made them suitable for the open position. After a brief discussion Adam Barton was selected for the opening.

Moved by Zimmer, seconded by Schmitzer. Carried.

b. Corridor Traffic Study

The corridor traffic study was completed and Hubbell & Roth have been paid in full. Future discussions will happen to begin to prioritize items in the study could be completed in the near future.

c. Pedestrian Bridge Inspection Update

The City was able to obtain the equipment needed to properly inspect the pedestrian bridge. Gilmore Construction and Spicer Engineering worked together to install hatches and inspect the inside the bridge. There will be a report with their findings by the next meeting in April.

7. New Business

There was no new business to discuss.

8. Communications

a. Directors Notes

Director Hopp shared updates on the STARS pilot program that ran during the Christkindlmarkt season, the bid on the reconstruction of a water main on W. Tuscola, and the conceptual map for the non-motorized pathway. There was discussion on the future of the reconstruction of the pedestrian bridge coupled with Main St, however it was purely theoretical as there had been no pre construction meeting.

Adjournment

With no further business, the meeting was adjourned at 2:55pm.

Respectfully Submitted,

Emily Kraushar