

**DULUTH
DOWNTOWN DEVELOPMENT AUTHORITY
Main Street Conference Room
October 17, 2017
MINUTES**

Present: **Rob Ponder – DDA Chairman
Ron Osterloh – DDA Vice Chairman
Jim Graham – DDA Member
Bill Weaver - DDA Member
Slade Lail – DDA Member**

Absent: **Pam Smith - DDA Member
Ken Odum – DDA Member**

Staff: **Economic Development Chris McGahee
Economic Development William Corbin
Assistant to Mayor and City Mgr. Kim Jackson
Finance Manager Ken Sakmar**

Council:

DDA Chairman Rob Ponder called the October 17, 2017 DDA meeting to order at 6:32 p.m.

MINUTES

Chairman Rob Ponder requested approval of the minutes from the May 16, 2017 meeting. **Bill Weaver made a motion to approve the May 16th DDA meeting minutes; Jim Graham seconded the motion. All voted in favor.** Chairman Rob Ponder requested approval of the minutes from the September 19, 2017 meeting. **Bill Weaver made a motion to approve the September 19th DDA meeting minutes; Slade Lail seconded the motion. All voted in favor.**

RESIGNATION

Chairman Rob Ponder has resigned from the DDA effective October 18, 2017.

FINANCE REPORT

Ken Sakmar reviewed the DDA Budget and updated the authority on the activities in their accounts.

RED CLAY REPORT

Eddie Owen gave an update on the Red Clay Music Foundry to the DDA; to date 1111 shows and 108635 people attended.

NEW BUSINESS

Staff updated the commission on Maple Street Biscuit Company opening, a Seed Capital Building update and information on the new traffic signs on Main Street. Staff updated the commission on the Parsons Alley Design Review Committee findings on Noona, Maple Street Biscuit Company and a string light request for building 600.

Chairman Rob Ponder requested a vote to nominate Rob Osterloh as Chairman and Jim Graham as Secretary of the DDA effective October 18, 2017. **Rob Ponder made a motion to approve the nominations; Bill Weaver seconded the motion. All voted in favor.**

Chairman Rob Ponder requested a vote to nominate Ken Sakmar as Secretary of the DDA effective October 18, 2017. **Bill Weaver made a motion to approve nomination; Slade Lail seconded the motion. All voted in favor.**

PUBLIC COMMENTS

ADJOURNMENT

There being no further business, Bill Weaver made a motion to adjourn the regular session of the DDA; Slade Lail seconded the motion. All voted in favor. The meeting closed at 7:13 p.m.

Next scheduled DDA meeting is November 21, 2017

Chairman, Rob Osterloh

Secretary, Jim Graham

KJ