

**DULUTH
DOWNTOWN DEVELOPMENT AUTHORITY
Main Street Conference Room
December 5, 2017
MINUTES**

Present: **Ron Osterloh - DDA Chairman
Ken Odum - DDA Member
Jim Graham - DDA Secretary
Bill Weaver - DDA Member
Pam Smith - DDA Member
Slade Lail - DDA Member**

Absent:

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

Council:

DDA Chairman Ron Osterloh called the December 5, 2017 DDA meeting to order at 6:30 p.m.

MINUTES

Chairman Rob Ponder requested approval of the minutes from the October 17, 2017 meeting. **Jim Graham made a motion to approve the October 17th DDA meeting minutes; Slade Lael seconded the motion. All voted in favor.**

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; October 14 shows and 1,100 people, November 12 shows and 1,098 people and to date 1,031 shows and 110,276 people attended.

UNFINISHED BUSINESS

Staff updated the commission on decisions made by the Parsons Alley Design Review Committee for Noona and Good Word Brew Pub. Staff also update the commission on the Seed Capital building.

NEW BUSINESS

Façade Grant - Peace Love & Decorating has submitted a façade grant application and all the documentation to the DDA. **Ken Odum made a motion to approve a façade grant for \$1,623.67 to Peace Love & Decorating. Pam Smith seconded the motion. All voted in favor.**

2018 Budget Adoption – Ken Sakmar reviewed the procedures for the budget for the DDA and the 2018 budget and 2017 amendment. **Ken Odum made a motion to approve the FY2018 budget as presented. Bill Weaver seconded the motion. All voted in favor. Bill Weaver made a motion to approve the FY2017 budget amendment as presented. Jim Graham seconded the motion. All voted in favor.**

Vice Chair Confirmation –Bill Weaver made a motion to confirm Ken Odum as Vice Chairman of the DDA. Pam Smith seconded the motion. All voted in favor.

EXECUTIVE SESSION

Ken Odum made a motion to move into executive session, Jim Graham seconded. With no further discussion, all voted in favor. At 7:26p.m. We adjourned into executive session.

After discussion, Bill Weaver made a motion to adjourn the executive session of the DDA; Ken Odum seconded the motion. All voted in favor. Adjourned executive session at 8:04 p.m.

Staff updated the committee on the ongoing downtown Duluth projects.

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 8:15 p.m.

Next scheduled DDA meeting is January 16, 2018

Chairman, Ron Osterloh

Secretary, Jim Graham

KJ