

Downtown Development Authority Meeting  
January 6, 2020  
5:30 p.m.  
480 West First Street

MINUTES

Present: Cesar Martinez, Susan Catron, Nichole Potzauf, Jay Hamilton

1. Call Meeting to Order
  - a. Jay Hamilton made the motion; Nichole Potzauf 2<sup>nd</sup>, all were in favor.
2. Approval of Minutes from Previous Meeting
  - a. Nichole Potzauf made the motion, Susan Catron 2<sup>nd</sup>, all were in favor.
3. Annual Treasurer's report
  - a. Tabled until future meeting.
  - b. General conversation- alternative paid parking in the works for lot next to Blue Jeans Pizza.
  - c. Jay Hamilton made the motion to table Treasure's Report, Nichole Potzauf 2<sup>nd</sup>, all were in favor.
4. 2020 Term Elections
  - a. Chairman Election
    - i. Nichole Potzauf made the motion for Cesar Martinez to be re-elected, Susan Catron 2<sup>nd</sup>, all were in favor.
  - b. Vice Chairman
    - i. Nichole Potzauf made the motion for Nathan Fitts to be re-elected, Susan Catron 2<sup>nd</sup>, all were in favor.
  - c. Secretary/Treasurer
    - i. Nichole Potzauf made the motion for Jay Hamilton to be re-elected, Susan Catron 2<sup>nd</sup>, all were in favor.
5. Chairman's Update
  - a. Cesar Martienz stated Gene Holcombe resigned from the DDA.

- b. Applications for the open position will be available to the public and a listing will provided online.
  - i. Nichole Potzauf mentioned that a current member from Gene's former committee may be willing to serve:
    - 1. Kurt Ronn, Cynthia Locornu, Christy Gribble, Joan Soave and Ruth Jordan.

6. Committee Chair and General Committee Updates

- a. Nichole Potzauf – Design and Historical Preservation
  - i. The committee members communicated via email over the holidays;
  - ii. Major topic of discussion was the proposed way-finding signage and Nichole Potzauf brought several design concepts.
  - iii. Nichole Potzauf mentioned that Henry Inc. would be a positive company to work with moving forward.
  - iv. Nichole Potzauf did indicate that other bids are open and we should possibly solicit alternatives for price quotes.
  - v. Nichole Potzauf recommended speaking with the community to ascertain their concerns and current issues and how certain signage can alleviate those concerns.
  - vi. Also mentioned partnering with Brandon and his committee along with Zach Woujan to determine the number of parking/way-finding signs needed.
  - vii. Lastly Nichole stated she is still working out some historical preservation laws regarding DDA implementation.
- b. Gene - Business Development
  - i. Cesar Martinez will update at next meeting.
- c. Brandon – Parking
  - i. Cesar Martinez will update at next meeting along with Brandon.
  - ii. Cesar Martinez will request Brandon have a public meeting on parking to obtain Community input.
- d. Susan – Community Outreach
  - i. Susan Catron stated: moving into 2020 she is planning on putting recommendations for her committee together.

7. General Public comment

- a. None

8. Adjournment

- a. Nichole Potzauf made the motion, Susan Catron 2<sup>nd</sup>, all were in favor.