



MINUTES
DDA BOARD MEETING
8:30 AM - Thursday, February 16, 2023
Back Office Studios - 13 N. Washington St.

1. CALL TO ORDER (9:00am)

2. ROLL CALL

PATTON DOYLE (C)	P (Virtual non-voting)	KAYIA HINTON	A
YLONDIA PORTIS	P	ANDY FRENCH (V)	P
DIETER OTTO	P	JEN EASTRIDGE	A
PAUL AJLOUNY	P	BRYAN FOLEY	P (9:00am)
MALISSA GILLETT	A	JOE RITCHIE	P
VALORY BROWN	P	NICOLE BROWN	A

Staff Present: Christopher Jacobs, Elize Jekabson

3. AGENDA APPROVAL

In respect to lost time, the board agreed to remove the staff report and committee reports from the agenda. Staff evaluations to be added to the agenda.

Dieter Otto motioned to approve the agenda as amended. Joe Ritchie supported the motion. Motion passed - unanimous.

4. APPROVAL OF MINUTES

Dieter Otto motioned to approve the January 19th, 2023 Board Meeting minutes and Valory Brown supported the motion. Motion passed - unanimous.

5. PUBLIC COMMENT (3 MINUTES EACH) - none.

6. NEW BUSINESS

6.1. YDDA Administrative Services Contract

Changes to the contract were approved by the city council at the last meeting. It allows for DPS and YPD to be paid for services. It adjusts wages for cost of living, and the City Manager is to allocate stipends. It includes staff evaluations by the DDA board, and the City Manager is included in the evaluations.

Ylondia Portis motioned to approve the Administrative Services Contract and Dieter Otto supported the motion. Motion passed - unanimous.

Dieter Otto motioned to approve staff bonuses - \$7,000 for the DDA Coordinator and \$9,000 for the DDA Director. Joe Ritchie supported the motion. Motion passed - unanimous.

6.2. FY-2023/2024 DRAFT Budget

Staff discussed the budget changes that were recommended by the operations and finance committee. Andy French stated that the Depot Town Plaza is a streetscape improvement opportunity.

Dieter Otto motioned to move \$5,000 from Facade to building rehab in the Depot Town Budget. Joe Ritchie supported the motion. Motion passed - unanimous.

Staff mentioned that they would like to bring attention back to the Ballard Lot.

Dieter Otto motioned to approve the FY-2023/2024 budget with the recommended amendments and Joe Ritchie supported the motion.

Friendly amendment from Paul Ajlouny: to include a line item of \$50,000 for Infrastructure Capital Improvements. Dieter Otto and Joe Ritchie accepted the friendly amendment. Motion passed - unanimous.

6.3. Match on Main Grant Scoring

Dieter Otto motioned to approve the submission of applications for Mama Pizza and Bird Dog Baking to the Match on Main grant program. Ylondia Portis supported the motion. Motion passed - unanimous.

6.4. Thank you DDA Cards

Ylondia Portis motioned to approve up to \$500 for DDA thank you cards. Paul Ajlouny supported the motion. Motion passed - unanimous.

6.5. Downtown Sidewalk Snow Removal Proposal

Board member Jen Eastridge asked staff to look into a snow removal program.

Paul Ajlouny warned about setting precedence in the entire district.

Other cities have a special assessment to pay for these sorts of services. We have not approached building owners about a special assessment. The board directed staff to look at a special assessment process and bring it back next month.

8.6. DDA Open Hours - February 17 from 10am-2pm at West Cross Coffee

Informational item. No discussion.

9. PROPOSED BUSINESS

Paul Ajlouny thanked staff for getting the trashcans installed on West Cross.

10. AUDIENCE PARTICIPATION

Jose Figueroa - Spark East Account Manager - Introduced himself and thanked the DDA for their work.

11. ADJOURNMENT

Dieter Otto motioned to adjourn at 10:04am. Joe Ritchie supported the motion. Motion passed - unanimous.