

**DOWNTOWN DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, April 26, 2023, at 3:30 p.m.
DDD Ronald E. Gardner Board Room**

Roll taken - Meeting called to order at 3:32 p.m.

Members Present: Chair Gregory Curtis, Treasurer Chris Ross, Secretary Kristi Taglauer

Members Absent: Vice Chair Carla Major,

Other Board Members Present: N/A

Staff/Counsel Present: Davon Barbour, Stuart Taylor, Brittany Carnes-Stone Pigman

Notice: The time, location, and agenda had been adequately and publicly noticed.

Call for Public Input Cards: N/A

Public Comments: – N/A

Action Items:

Approval of March 29, 2023, Executive Committee Meeting Minutes – **Action Item***

Approval of Check Signing Authorization Resolution – **Action Item***

Approval of Emergency Debris Removal Services Contract – **Action Item***

Approval of March 29, 2023, Executive Committee Meeting Minutes – Action Item*

Motion to approve by Treasurer Chris Ross, seconded by Chair Gregory Curtis. Motion carried

Approval of Check Signing Authorization Resolution – Action Item*

Motion to approve Secretary Kristin Taglauer, seconded by Treasurer Chris Ross. Motion carried.

Approval of Emergency Debris Removal Services Contract – Action Item*

DDD is required by FEMA to have an emergency debris removal service. After reviewing submitted RFPs (the RFPs and scoring forms were shared with the executive committee) Staff recommends KDF Enterprises.

Project Updates: N/A

Old Business: N/A

New Business: Review of March 2023 Financials:

- Bank interest revenue for March received
- RTA transit shelter services discounted
- Interest on bond proceeds for March received
- City sources collections are 204.75% of the amount budgeted for March and 186.46 % of the amount budgeted YTD and 47.73% of the total amount budgeted for 2023
- Increase in police detail services, due to rate, number of shifts filled. Some invoices not yet received
- HR consultant not yet engaged
- Bond proceeds -reimbursement of operating funds utilized to upgrade AV equipment in the board room, procurement of additional trash receptacles for the district
- Communications- agency fees paid from work planned in 2022 but completed in 2023. Reforecast will show the funds being moved forward
- Capital purchase – Two new police vehicles and truck to be purchased

NOTE:

Treasure Ross asked for an update on the escrow transfer. CEO Barbour explained DDD is waiting for a response from the city attorney.

Executive Session: N/A**Adjournment:**

Motion to adjourn Secretary Kristin Taglauer, seconded by Commissioner Chris Ross. Motion carried.