

**DOWNTOWN DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, September 27, 2023, at 3:30 p.m.
DDD Ronald E. Gardner Board Room**

Roll taken - Meeting called to order at 4:40 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, Bianka Brown, Hunter Hebert, Stuart Taylor, Erica Sensenbrenner, Counsel, Adams & Reese

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:

1. Approval of August 30, 2023, Executive Committee Meeting Minutes – **Action Item***
2. Approval of August 2023 Financials– **Action Item***
3. Approval of Work Plan & operating Budget – **Action Item***
4. Approval of Stormwater Management CEA Amendment #2 – **Action Item***

Approval of August 30, 2023, Executive Committee Meeting Minutes – Action Item*

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

Approval of August 2023 Financials – Action Item*

Motion to approve by Treasurer Chris Ross, seconded by Secretary Kristi Taglauer. Motion carried
Any objections to entering the CFO notes in the records, no objections.

Revenue:

YTD actual totaled \$10,048,772; YTD budget totaled \$7,286,844, that reflects a positive variance of \$2,761,928. The revenue variance is mainly attributed to the collections rate which is currently at about 93% of the current adopted budget.

Expenses:

- Operating Expenses YTD actual totaled \$5,027,229. YTD budget totaled \$6,851,794, which reflects a positive variance of \$1,036,692.
- Public Space Operation, which is mainly comprised of Landscape Maintenance, Street

Furnishings & Beautification, along with Cleaning and Maintenance had a total YTD actual of \$1,844,963 with a YTD budget of \$2,707,868, which reflects a positive variance 56% of the total budget expended.

- Public Safety, which is comprised of our Rangers, Police Detail Services, Private Security Services and Homelessness Services had a YTD actual of \$1,623,469, compared to the year date budget of \$2,104,962, which reflects a positive variance and 50% of the total budget expended.
- Economic Development and Planning, which mainly consist of our District Wide Development, Workforce Development, Business Retention & Recruitment and Façade Incentives had a YTD actual of \$349,367, and a YTD budget of \$558,473, which reflects a positive variance and about 43% of the total budget expended.
- Marketing and Communications, which consist of our DDD Events, Communications and Public Affairs had a YTD actual of \$366,958 with a YTD budget of \$524,337, which reflects a positive variance and 54% of the total budget expended.
- Administration, which is mainly comprised of expenses related to ongoing operations, had a YTD Actual of \$842,472 and a YTD budget of \$956,154 which reflects a positive variance and 64% Of the total budget expended.

Approval of Work Plan & Operating Budget- Action Item*

Motion to approve by Treasurer Chriss Ross, seconded by Secretary Kristi Taglauer. Motion carried without objections to enter the workplan notes into the minutes.

Approval of Stormwater Management of CEA Amendment #2 – Action Item*

Amendment #2 read by President & CEO Barbour.

President & CEO Barbour: Provided a brief chronology of the approval of the Infrastructure CEA between DDD and the City. The Board approved the first extension on June 10, 2022 which is set to expire on November 24, 2023, Amendment #2 would extend the date of the CEA through November 23, 2024.

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

Project Updates: None.

Upon inquiry, President & CEO Barbour stated that full project updates will be provided at the Board of Commissioners, that a Resolution recognizing former Commissioner Barrasso is ready for approval, and that an updates on the upcoming awards event would be provided.

Old Business: N/A

New Business: N/A

Executive Session: N/A

Adjournment:

Motion to adjourn by Secretary Kristi Taglauer, seconded by Treasurer Chris Ross. Motion carried.