

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY  
HELD AT THE WEST BRANCH CITY HALL, 121 N FOURTH ST. ON TUESDAY, JULY 27, 2021.

The meeting was called to order by Chairperson Samantha Fabbri at 12:09 pm.

Present: Joanne Bennett, Samantha Fabbri, Autum Hunter, Sandy Rabidue, and Erin Resteiner.

Absent: Anthony Bair, Joe Clark, Ken Walters, and Cathy Zimmerman.

Others present: City Manager John Dantzer

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**MOTION BY RABIDUE, SECOND BY BENNETT, TO APPROVE THE MINUTES FROM THE MEETINGS HELD JUNE 22, 2021.**

**Yes – Bennett, Fabbri, Hunter, Rabidue, and Resteiner**

**No – None      Absent – Bair, Clark, Walters, and Zimmerman**

**Motion carried.**

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**MOTION BY FABBRI, SECOND BY RESTEINER, TO APPROVE BILLS IN THE AMOUNT OF \$4,599.38**

**Yes – Bennett, Fabbri, Hunter, Rabidue, and Resteiner**

**No – None      Absent – Bair, Clark, Walters, and Zimmerman**

**Motion carried.**

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**MOTION BY FABBRI, SECOND BY RABIDUE, TO EXCUSE MEMEBERS BAIR, CLARK, WALTERS, AND ZIMMERMAN.**

**Yes – Bennett, Fabbri, Hunter, Rabidue, and Resteiner**

**No – None      Absent – Bair, Clark, Walters, and Zimmerman**

**Motion carried.**

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Tim Knutsen from Beckett and Raeder gave an update and presentation on the downtown streetscape designs. The main discussion revolved around the size and location of the trees, types of lights on the sidewalks, bump outs, concrete designs, and flower planting areas including the idea of hanging baskets. Two different ideas were presented for further review. It was the consensus of the Board to hold a special meeting on Wednesday, August 4 at 6:00 pm to further discuss the ideas and come up with a design plan.

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Chairperson Fabbri noted that the DDA was responsible for watering the flowers at the Fireman's Memorial on the first Wednesday of August.

Chairman Fabbri also shared a catalog she received on Christmas decorations.

Chairperson Fabbri also noted that she received a request from the Coalition of Hope requesting to have the DDA stage rental fee waived. It was the consensus of the Board not to waive the fees because the amount charged is what the DDA has to pay for transportation and setup, they are not allowed to donate money per State Treasury requirements, and because they did not want to set a precedent of having to waive the fees for all nonprofit organizations.

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The meeting was adjourned at 1:28 pm.