

Downtown Development Authority  
Regular Meeting Minutes October 15, 2024  
7:00 PM

1. **Call To Order:** Meeting called to order at 7:16 PM by Chairperson Fred Hicks.
2. **Pledge of Allegiance:** Pledge recited by all members present.
3. **Roll Call:** Present: Pati Martinez-Serratos, William Murphy, Heather Scruggs, Lynne Farmer, Chairperson Fred Hicks, Director Rebecca Harvey and City Manager Justin Weber. Absent: Dan Farmer, Don Martin and Jose Villalobos.
4. **Approval of the Agenda:** Motion by Junior Murphy to accept the agenda as presented. Support by Lynne Farmer. Motion Carried.
5. **Approval of the Minutes for the Regular Meeting September 17, 2024:** Motion by Junior Murphy to accept the minutes as presented. Support Heather Scruggs. Motion Carried.
6. **Treasurer's Report:** Motion by Lynne Farmer to accept the Treasurer's Report of August and September 2024 as presented. Support by Junior Murphy. Motion Carried.
  - b. **Payment of Bills:** Motion by Junior Murphy to pay the 12/14 items totaling ~~\$49,494.05~~ <sup>\$49,525.00</sup>. Support by Pati Martinez-Serratos. **Roll Call Vote:** Ayes: Martinez-Serratos, Murphy, Scruggs, Farmer, and Hicks. Nays: None. Absent: D. Farmer, Martin and Villalobos. Motion Carried.
  - c. Budget Amendments: None.
7. **New Business:**
  - a. Updated DDA Roster given to all members.

**b.** Updated Bill review schedule given to all members.

**8. *Unfinished Business:***

**a.** Sidewalk repair/replacement program with in DDA. Will only being financing 1/2 of this project.

-Sidewalk repair(Auto Value) Krohn's refused to do the work as requested. Mayor Farmer asked to have them removed from the Preferred Vendor List.

-Update on City Sidewalk repair/Replacement Policy. City Manager Weber there will not be an update until Spring of 2025.

**b.** 2024-2025 DDA Work Plan Lynne Farmer made the motion to table this until the November meeting. Support by Jr Murphy. Motion Carried.

-2023-2024 FY Report & Strategic Plan Projects (see August packet)

- Update per corrected/Approved 2024-2025 DDA Budget (not acted on)

**c.** DDA Webpage Update No Update needs to be comprised of a committee of the whole.

-Review template- Downtown Business Showcase Application. Junior Murphy presented a form to the members. Suggested using Bluefire.

**9. *Opportunity for Public Comment:* None.**

**10. *Director and City Manager Comments:*** Directory Harvey commented on the summary of new bills. City Manager Weber: talked about the new benches being placed in the downtown and that each City Committee now has a mailbox next to to the treasurer's office.

**11. *Board Comments:* None**

**12. Adjournment:** Motion by Junior Murphy to adjourn the meeting at 8:11 PM. Support by Heather Scruggs. Motion Carried. Meeting adjourned at 8:11 PM.

Respectfully Submitted Lynne M. Farmer Acting Secretary.