

Downtown Development Authority  
Regular Meeting Minute  
Nov 19, 2024

1. Call to order: 7:07pm, by Chairl Hicks
2. Pledge of Allegiance: recited by all members present started by Rebecca Harvey
3. Roll Call:
  - a. Present: chairperson Fred Hicks, Director Rebecca Harvey, City Manager, Justin Weber, City Clerk Shelly Umbanhower, Mayor Lynn Farmer, Dan Farmer, Jose Villalobos, Treasurer Heather Scruggs and Secretary Patricia Serratos
  - b. Absent: William Murphy and Don Martin
4. Approval of Agenda:
  - a. Motion: Dan Farmer
  - b. Support Jose Villalobos, with amendments to minutes from Oct.5, 2024 meeting.
5. Approval of minutes:
6. Treasury Report:
  - a. Financial report for Oct 2024: no questions, all corrections made for one extra electric payment.
    - i. Motion by Lynn Farmer, Support by Dan Farmer
  - b. Payment of Bills: by chairperson Fred Hicks and Jose Villalobos
    - i. Sturgis loan pay off
    - ii. Budget amendments-6 items resent motion
7. New Business:
  - a. Boom lift: moved funds from 707 to cover 314 leaving 707 balance at \$8470.00 and close line item 314.
  - b. Motion by Dan Farmer, Support by Lynn Farmer
8. Unfinished business:
  - a. MML liability and property insurance project; moved funds from Sturgis 3,2<sup>4</sup>12.48 to line item 602. Motion by Lynn Farmer, Support by Pati Serratos
  - b. DDA webpage- tabled, Motion by Lynn Farmer, Support by Pati Serratos
  - c. 2024-2025 work plan by Director Rebecca Harvey, 3 category projects done
  - d. Vacant business board seat- Still needs to be filled
9. Opportunity for public comments: None
10. Director/City Manager
11. Board comments
12. Adjournment 8:28pm
  - a. Motion by Heather Shruggs, Support Lynn Farmer