



## Minutes – August 18, 2022

Attendance: Bassett<sup>V</sup>, Bell, Launius<sup>V</sup>, McAlister, Speyer, Whidby [<sup>V</sup>virtual]

Staff: Callahan, Robertson, Abney<sup>V</sup>, Kocher

The August 18, 2022 regular meeting of the Downtown Development Authority of Madison was held at 8:00 am at Meeting Hall, Public Safety Building. Chair Whidby confirmed the presence of a quorum and called the meeting to order at 8:03 am. Also in attendance was Council Member Liaison Ed Latham. Motion to approve minutes of June and July by Launius; second by Speyer; vote to approve unanimous (6-0).

<i>Item/Issue</i>	<i>Discussion/Action</i>
<b>Bull Street Warehouse</b>	Bell reported that the sheet rock was being hung and that it appeared that progress was back on track for a late fall completion. He noted on-site OZ Committee meetings on Tuesdays would continue to monitor Peak Steel. Callahan reported that Easy Bottle had some issues with internet and observed that rent at prior location would cease upon relocation.
<b>ARP Funding</b>	<p>Callahan reported that the distribution model for the ARP grants for non-profits was complete and non-profits were beginning to make contact post the July 25 dissemination of information. She noted Bell and Speyer agreed to provide DDA oversight for Callahan and Robinson processing of fund distribution. Callahan asked for Authority approval of the Intergovernmental Agreement (IGA) for DDA to act as the fiscal agency to distribute the ARP funds for small business assistance, non-profits grants, and economic/community development enhancement projects.</p> <ul style="list-style-type: none"> <li>• Motion by Speyer to approve the IGA subject to attorney review of final form and Council approval of final amount to be administered; second by Launius; vote to approve motion unanimous (6-0).</li> </ul>
<b>RLF Loan Program</b>	Callahan noted that the Council had to approve the final recommendation for the RLF to Adrian's (Martha's Favorites) for small business assistance, specifically new equipment and furnishing purchases has been approved by the Council with little to no changes. She noted that fund disbursement would be dependent upon timing on the shift in ARP funds, since the RLF was being matched with some ARP funds. Callahan also relayed that she had learned from DCA's Caroline Loos that the agency had adopted new RLF management guidelines in April 2022 and that a local version was being scheduled for Council review and a resolution prepared to adopt the new RLF management guidelines.

## Financial Services

Callahan briefly reported that she was following up on leads provided by Basset and Stapp. Nothing had proved fruitful to date. Additional references being reviewed.

## Reports & Miscellany

Robertson provided the Main Street Report, relaying notable economic development improvements as well as completion of Main Street 101 online training. She noted GDA Conference information and covered pending seasonal events: Saturday in the Park, Chili Cook-Off, and Shop, Sip, and Stroll.

Callahan noted expired terms and asked that directors intending to reapply to continue service should indicate such by completing the online application form as soon as possible. She noted city common practice was appointed directors continued to serve someone was appointed to fill their seat.

## EXECUTIVE SESSION

The board stated in advance that no further business would be conducted after the Executive Session so the virtual meeting would not be reopened to the public.

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Callahan reviewed the procedure for Executive Session. Kocher closed the virtual meeting to the public and departed the meeting.

- Motion by Speyer to leave regular session and enter executive session for the stated purpose of the discussion of sale of real estate; second by Launius; vote to approve motion unanimous (6-0).

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- Motion by Bell to leave executive session and return to regular session; second by Speyer; vote to approve motion unanimous (6-0). Authority members signed the Executive Session affidavit, with those attending virtually to sign belatedly.

Motion to adjourn regular session with no further business by consensus.