

**DULUTH
DOWNTOWN DEVELOPMENT AUTHORITY
Regular Meeting
March 16, 2010
MINUTES**

Present: Ken Odum- Chairman
Rob Ponder-Vice Chairman
Ed Gulesserian
Ron Osterloh
Kathryn Willis

Absent: Shelly Howard
Dennis Taylor

Staff:

Absent: Chris McGahee (DDA Training)

Chairman Ken Odum called the meeting to order at 6:30p.m. He requested approval of the minutes from the meeting of February 16, 2010. **A motion to approve the minutes as presented was made by Ed Gulesserian and seconded by Kathryn Willis. All voted in favor, motion passed.**

Chairman Ken Odum then requested that the Item B. be moved up in the agenda.

Red Clay Demolition Construction Options: Chairman Odum requested an update on Red Clay Demolition. Rob Ponder stated that the bids were out and that a change had been made to restructure the project to establish the final end wall before replacing the roof. This will mean that the demolition company would shore up the end wall but not fill it in.

Pedestrian Walk Way: Chairman Odum requested that the Pedestrian Walkway be moved next in the agenda discussion. Mack Cain presented final walkway plans. He explained to DDA members the technical details of the proposed project which included drainage, materials, lighting, and utility relocation. Mr. Cain stated the next step would be to solicit a request for qualifications. **Chairman Odum requested a motion to approve the design as submitted. Member Rob Ponder made the motion to accept the design as presented and to have Mr. Cain seek qualified contractors. Ron Osterloh seconded the motion. All present voted in favor. The motion carried.**

Old City Hall Administrative Office Sprinkler Damage: Chairman Odum reported that the building had been remediated with respect to sprinkler damage and that city staff were now seeking cost estimates for replacement of damaged furnishings. Three companies would be providing cost estimates.

Way Finding Committee: Chairman Odum requested a report from Ed Gulesserian. Member Gulesserian stated that the committee met and was charged with the task of determining design proposals to be submitted to council for consideration. The committee reviewed designs from different cities and discussed signage needs throughout the city and downtown.

Downtown Signage Discussion: Chairman Odum requested discussion concerning downtown signage for merchants. Members discussed that there was a need but deferred discussion to the Way Finding Committee.

DDA Funding: Chairman Odum reported that there were no changes from the previous meeting.

Chairman Ken Odum requested final discussion and comments from the Public. No discussion from DDA Members. No discussion from citizens.

Chairman Odum requested a motion to adjourn. **A motion was made by Ed Gulesserian to adjourn. Rob Ponder seconded the motion. All voted in favor, motion passed.** The meeting was adjourned at 7:15 p.m.

Chairman, Ken Odum

April 20, 2010

Date

Secretary, Shelly Howard

April 20, 2010

Date