

**Downtown Development Authority
Minutes of the Regular Meeting
September 4, 2020**

Meeting called to order at 7:31 am by Jim Delemeester.

Members present: Sue Bare, Jim Delemeester, John Gerber, Pam Ginderske, Joe Kline, Kathy Westervelt, and Karen Wood

Others Present: Hartmann Aue, Allison Brady, Victoria Devereaux, Richard Hoerner, Carrie LeVan and Lorie Wille

The D.D.A. Board thanked Bob Burns for his decades of service to the Village and the D.D.A.

Motion by Westervelt, second by Bare to approve the payment of claims. Motion carried.

Delemeester inquired on façade grant funds. Aue noted the library had not completed upgrades yet, as required by the grant, and the check for Devwoods will show in the September claims. Kline asked about line item 394.299.943.000 and use of equipment. Aue explained DPW snow plows for D.D.A. businesses as needed in winter months. Zero dollars have been expensed through the line item to date.

Motion by Westervelt, second by Ginderske to approve the June D.D.A. minutes. Motion carried.

Village Council Minutes were accepted and filed.

Downtown Development Authority Board Appointments. Motion by Bare, second by Kline to reappoint Gerber and Westervelt to a 4-year term. Motion Carried. Aue received two letters of interest for the seat vacated by Mr. Burns. After consideration, Lori Wille was recommended to replace Burns. Motion by Bare, second by Kline to appoint Wille to fill the board vacancy. Motion Carried. Kline asked about the possibility of shrinking the size of the D.D.A. Board due to lack of quorum. Aue mentioned it is possible to lessen the number of board members, as it was done in the past, but we currently have seven out of eight members present, and have had only one meeting without a quorum due to the July 4 holiday weekend in his one year with the Village. No further action required.

Yesterday's Treasures, a tenant in the Goodrich Building would like permission, as required by contract, to add a small, hanging sign outside of her business. Motion by Ginderske, second by Gerber to approve the sign addition. Motion Carried.

STC Hometown Days Event. Brady and LeVan are looking for a way to bring people to St. Charles to support all businesses that have suffered due to Covid. They have suggested a Hometown Days, on October 3, from 10:00 a.m. to 4:00 p.m. in the Village boulevard. The event costs will be \$20.00 for a 10 x 10 outdoor space, and \$40.00 for a 20 x 20 space, all socially distanced. Fourteen local businesses are in support, and eight vendors have been confirmed. Motion by Gerber, second by Bare/Ginderske. Motion carried.

Aue let the board know that the reporting requirements for PA 57 of 2018 have been completed and are under state review for compliance.

Gerber informed the D.D.A. that he will be cutting trees next to Tony's as a way to help spruce up downtown. Aue mentioned he would ask code enforcement to look at blight on downtown business fronts.

Meeting adjourned at 7:54 am. Motion by Kline, second by Wood. Motion carried.

Respectfully submitted,

Hartmann Aue
Village Manager