

**Minutes of Quarterly Meeting
Newton Downtown SSMID Board
Community Development Office – Building 18 in Legacy Plaza
5th Floor, Large Conference Room**

November 14, 2023

ROLL CALL

COMMISSIONERS PRESENT: R. O'Brien; J. Maki; S. Forbes Winchell; J. Prendergast; A. Leber

STAFF AND OTHERS PRESENT: Craig Armstrong, Development Specialist; Erin Yeager, Main Street

A quorum being present, the meeting was called to order at 8:01 a.m. by Chair O'Brien.

Review of Minutes. The Minutes of the SSMID Board Meeting on August 8, 2023 were reviewed and approved. MOTION by Maki, seconded by Winchell, to approve the Minutes. Voice Vote (Unanimous).

Finance Report. The October 31, 2023 Finance Report was reviewed and approved. MOTION by O'Brien, seconded by Maki, to approve the Finance Report. Voice Vote (Unanimous).

New Business.

a. Discussion on expansion of the SSMID district. Following a short discussion, there was consensus that the SSMID board is interested in receiving further information about the pros and cons of SSMID district expansion. Armstrong was charged with researching the businesses in the proposed expansion area who currently pay property taxes, the time remaining in the existing SSMID district, as well as the annexation process, and present the findings to the board at the February 13, 2023 quarterly SSMID meeting.

b. Other. O'Brien commented that the Albia Main Street district renovated an alleyway using wrought iron bistro-style tables and asked if the same could be done for the Uncle Nancy's Alleyway (UNA) project. Yeager noted that 3 bistro-style tables had been purchased for the UNA with funds raised for that purpose.

Old Business.

a. Downtown Beautification Infrastructure (flags, benches, flower pots, etc.) - Update from Main Street. Yeager reported that the additional flower pots purchased by SSMID had been received and will be placed in the spring of '24. The 3 additional "Cardinal benches" purchased by SSMID had also been delivered and would be supplemented by a few more from a private donation.

b. Christmas Decorations - Maintenance status; attachment hardware update; date for placement (Van Maanen via Maki). The SSMID light pole decorations have been attached to poles around the Courthouse Square by the Van Maanen Electric crew. The consensus was to not ask Van Maanen if the batteries had been replaced or to turn on the switch for the small light bulbs in each fixture after the Courthouse Lighting event since there was more than sufficient illumination on the Courthouse as well as on the Square.

c. Continued Discussion: Commitment of funds to enhance Harmony Park. The bids for the build-out of Harmony Park, plus Add Alternates, are slated to be disclosed to the City Council at the Dec. 28th Council meeting. Ground breaking for the build-out is tentatively scheduled for spring, 2024. There was consensus that a more definitive discussion should be on the February 13, 2024 SSMID meeting agenda, following approval of the selected bid and confirmation of a ground breaking date.

c. Other. None.

Good of the Order. None.

Adjournment: At 8:33 a.m. – MOTION by Maki, seconded by Winchell. Voice Vote (Unanimous).