

**Minutes of Meeting**  
**Newton Downtown SSMID Board**  
**Via Zoom & City Website: [www.newtongov.org](http://www.newtongov.org)**

*March 9, 2021*

ROLL CALL

COMMISSIONERS PRESENT: R. O'Brien; J Prendergast; A. Leber; M. Pryke

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

---

A quorum being present, the meeting was called to order at 9:04 a.m. by Chair O'Brien.

**Review of Minutes.** The Minutes of the SSMID Board Meeting on February 9, 2021 were reviewed and approved. MOTION by Prendergast, seconded by Pryke. Voice Vote (Unanimous).

**Finance Report.** The Board reviewed the current SSMID Budget Status and approved the current FY 21 Finance Report. MOTION by Leber, seconded by Pryke. Voice Vote (Unanimous).

**New Business.**

*a. Approval of Floral Planter locations on 1<sup>st</sup> Avenue.* Armstrong provided a narrative of the proposed sidewalk locations for the planters along the north side of 1<sup>st</sup> Avenue, from West 4<sup>th</sup> Street to East 4<sup>th</sup> Street. MOTION by Pryke to approve the proposed floral planter locations, seconded by O'Brien. Voice Vote (Unanimous).

*b. Approval of 2021 Downtown Area Cleaning & Floral Maintenance contract.* Armstrong outlined the two bids received as a result of the RFQ for 2021 Downtown Area Cleaning & Floral Maintenance services. The bid from Jackson Contracting LLC of Des Moines was for \$618.50 for twice weekly cleaning and \$150.00 per occurrence for watering and plant maintenance. The bid from Randy Ray Lawn Care & Snow Removal was for \$500.00 for twice weekly cleaning and \$125.00 per occurrence for watering and plant maintenance. MOTION by Prendergast to accept the bid from Randy Ray Lawn Care & Snow Removal and approve a contract for his services, seconded by Leber. Voice Vote (Unanimous).

*c. Other.* None.

**Old Business.**

*a. Update on Floral Planter project – (Yeager).* Newton Main Street has agreed to purchase the four (4) additional floral planters for placement around the Courthouse Square, pay all shipping costs for the planters purchased by Main Street and SSMID, and to be responsible for all watering and plant maintenance of all fourteen (14) downtown floral planters.

*b. Update on abandoned bike in SSMID bike rack.* Armstrong & Yeager reported that Randy Ray had brought the abandoned bicycle to the Main Street office. Armstrong will contact the owner's father to retrieve the bike.

*c. Other.* Discussion regarding the target date for reattaching the bike racks in the downtown locations. There was general agreement that it should be in the last week of April. Armstrong agreed to contact Randy Ray for a price to reattach the bike racks and will ask the SSMID board to approve the price at the April 13<sup>th</sup> meeting.

**“Lightning Round” updates from community partner organizations:** Yeager reported that Newton Main Street was preparing for their Trivia Night fundraiser on Saturday, March 20<sup>th</sup>. Yeager is working with Main Street Iowa on a couple of façade improvements in downtown and on the Main Street Awards ceremony. Prendergast reported that DDNA was working on a number of upcoming events (calendar on their Facebook page), the goal of which is creating additional foot traffic for downtown retailers.

**Meeting Adjournment:** At 9:29 a.m. – MOTION by Prendergast, seconded by Leber. Voice Vote (Unanimous).