



## MINUTES

**Call to Order:** Deborah Windell called the meeting to order at 1:00 pm. Voice rollcall was taken.

**Members Present:** B. Hegg, S. Hegg, Maria Rosas, Mayor Klotz, Tracey Lipps, Hannah Juhl, Deborah Windell

**Absent:** Caleb Griffis

**Others Present:** Lindsay Brown

**Approval of Agenda:** Motion by Mayor Klotz, supported by Maria Rosas to accept the agenda. Motion carried.

**Public Comment:** none

**Approval of Nov 18 & 19, 2025 Minutes:** Motion by S. Hegg, supported by Tracey Lipps to approve minutes. Motion carries.

**Approval of Nov & Dec 2025 Financials:** Motion by S, Hegg, supported by Mayor Klotz to approve financials. Motion carries.

**Action Items:** None

### Discussion Items:

- a) Board supports funds being released to Studio 49 to replace 2<sup>nd</sup> window & door as it is still within the original amount approved.
- b) Ceres Property Submission Review Process: Board discussed process for once submissions are received and agreed on staff looking at proposals and noting if anything is missing from requirements decided by TIFA board for all submissions. They would like a note or stamp on submitted proposals with the date and time submitted. Board would all like hard copies of each submitted proposal with staff notes by Wednesday March 4<sup>th</sup>. Each member will review submissions and have questions prepared for developers about their proposal. Agreed on a March 11<sup>th</sup> meeting at 6PM open to the public for developers to go over their submissions and answer any questions from Board members. Board requested 7 minute limits for developers to speak and saw no need to separate developers for presentations. Board will make a final decision on submitted proposals at the March 17<sup>th</sup> meeting. Board decided no need to follow up with developers who do not get selected other than a thank you for your submission. Board would like a scoring matrix made up to go over and discuss at the next meeting February 17<sup>th</sup>.

**Public Comments:** None

**Member Comment:** Maria will not be able to attend the next meeting as she will be out of town.

**Adjournment:** Meeting adjourned at 1:24 pm.

Respectfully submitted by Lindsay Brown, Deputy Clerk