

DDA Regular Meeting Minutes
Wednesday, May 10, 2017
Government Center, 315 Bridge Street

1. Meeting called to order @ 6:30 by Cobb.
2. Roll Call
Present: Cobb, Fitzpatrick, Haley, Knecht, Janisse, Thomas, Wayne, Wittbrodt, Witte
Absent: None
Also present: Bill Cooper
3. Approval of Agenda
Motion by Wayne, second by Wittbrodt. Motion carried.
4. Approval of Minutes of Regular Meeting of April 12, 2017.
Motion by Wittbrodt, second by Witte. Motion carried.
5. Public Comment ([citizen](#))
None
6. Treasurer's Report
Bill Cooper clarified that the fiscal year is March 1 through the end of February and as of now, are financials are in good shape. The current bond payment is \$52k. Our fund balance is currently \$35,000 - \$40,000. Although we are anticipating a 3% increase in summer tax collections we have to wait until August to see what actually gets collected. Bill is checking to see if our bonds have a balance requirement.
7. Coordinators Report
Haley commented that concerning future grants, if there is actual interest and grants are available, that a preliminary interest meeting should be held soon, as it takes a long time to get the ball rolling. Amanda also verified that we have 100+ residents living within the DDA district therefore we are required to have a resident on the DDA board. Bill informed all that an invitation was being put into the news asking for interested individuals to apply for board/commission vacancies.
8. Unfinished Business
 - a). Project Updates
 - i. ER Leadership Team - No update
 - ii. Food Truck Marketing - Amanda and Gillian have reached out but have found no interest to date.
 - iii. Facade Grant - Building owners are making plans.
 - iv. Events Committee - Haley asked the board to approve the following recommendations:
 1. That the committee prioritize the following events: Evening on River Streets, Art Rapids, Shop Local, Holiday Open House, and Farmers Market. The goal being to support and assist with these existing events. Motion by Thomas, second by Wayne. Motion carried.
 2. That the committee hire an Events Coordinator to work on events on behalf of the DDA. Motion by Haley, second by Wittbrodt. Much discussion followed as to whether or not we can

'hire' an individual; what would be the compensation; whether or not a bidding process would need to be followed and; should the DDA Director be considered. Motion withdrawn by Haley, and second withdrawn by Wittbrodt. New motion by Haley, second by Wittbrodt to contract an individual to support and assist with Art Rapids and Evening on River Streets. The goal being to give the DDA a visible presence in the community. Discussion followed.

Knecht called the question. No: Cobb, Fitzpatrick, Kecht, Janisse, Thomas, Witte.

Yes: Haley, Wittbrodt, Wayne. Motion denied.

- v. Infrastructure - Had first meeting and are doing some research. Hope to have something to present to board for next month's meeting.
- vi. Business Development Committee - No update
- vii. TC to Charlevoix Trail - Acme voted to continue to pursue TART Trail.

9. New Business

a). Speedway Lease

The lease which brings in approximately \$1400/mo., had to be renegotiated. It was felt that some of this money could be directed to the DDA to enhance their budget. The board is being asked to come up with a 5 year infrastructure plan which may include sidewalk cleaning, trash cans, way finding, etc. - Projects that would enhance the district and that other commission/departments have an interest in also. Motion by Haley, second by Fitzpatrick to move forward putting together a five year infrastructure plan to present to village council. Motion carried.

10. Public Comments - (board)

Haley brought up the topic of where the Village stands with christmas decorations as DPW Brad had mentioned the contract was expiring. Janisse suggested talking to Brad to see if any plans are being made and possibly put together a proposal in conjunction with beautification to bring back to the board. Haley also asked about working with other commissions. Bill clarified that an individual can sit on more than one commission but can not vote on an issue twice. Wittbrodt mentioned she had attended the very informative Economic Development Strategy Fund Raising Summit and has a contact person if we get to the point of fund raising.

11. Adjournment

Motion by Knecht to adjourn the meeting at 8:45, second by Fitzpatrick. Motion carried.

Minutes submitted by Carol Haley