

DDA Regular Meeting Minutes
Wednesday, September 13 ,2017
Government Center, 315 Bridge Street

1. Meeting called to order @ 6:33 by Cobb.
2. Roll Call
Present: Cobb, Fitzpatrick, Haley, Janisse, Knecht, Thomas, Wayne, Wittbrodt, Witte
Also present: Baker (NLEA)
3. Approval of Agenda
Motion by Knecht, second by Wittbrodt. Motion carried.
4. Approval of Minutes of Regular Meeting of July 12, 2017.
Motion by Wittbrodt, second by Wayne. Motion carried.
5. Public Comment - Citizen
None
6. Treasurer's Report
Haley asked Bill Cooper if the \$3100 budget item had ever been clarified when asked back in November. Bill said yes, it was for administrative functions performed by village staff and it appears to have been decreased this year.
Baker noted it has been discovered that the payback to taxing bodies has been over paid the last few years by approximately \$88,000. This is because the formula was never updated when the new TIF plan was established in 2011. Bill Cooper should be able to let the board know by Jan. or Feb. the actual amount that will be added to our Revenues for this year, now that the calculation has been updated.
Haley asked clarification on what amount of our supposed discretionary budget (\$8-\$10K) has actually been spent to date. It appears that payment to Tilley for power washing (\$3250) is the only discretionary expense to date.
7. Coordinator's Report
Baker asked the board for ideas to share with the public via the newsletters and Facebook. These metrics are stable but not necessarily increasing.
Speedway Lease proposal has been prepared but never made it to council for consideration. Motion by Knecht, second by Haley to present this proposal to village council for consideration. Motion carried.
Discussion followed as to whether Janisse should have abstained from the vote.
DDA Forum coming up in Bellaire featuring MDOT designer could be of interest to board. Also, CDC conference in Howell Oct. 4th and 5th, registration is \$100/person. Motion by Wittbrodt, second by Haley to approve \$300 to be used towards registration (only) if any board members would like to attend.
8. Committee reports
 - a). Infrastructure
 - i. Approval of Minutes - Motion by Thomas, second by Witte, to approve minutes of all Infrastructure

meetings to date. Motion carried

- ii. Business - Thomas noted a local company has agreed to come and talk with the committee on wayfinding.
 - Survey has been sent out to businesses asking for feedback on the sidewalk pressure washing.
 - Trash can and bench plan being worked on.
 - Beautification has identified 10 tree grates that must be removed. DPW has begun this work. To be ADA compliant these need to be replaced with something. Benches are currently cost prohibitive at \$1000/bench, and 2 per tree well. Posts and chains are very affordable at approx. \$150/tree. After discussions with a representative from Beautification, the recommendation was made to ask both boards to share the cost of replacing tree grates with posts and chains. Motion by Thomas, second by Haley for board to approve an expenditure of \$1500 towards posts and chains. Motion carried.
 - Committee is working on plan for planters on US 31 bridge.

b). Events

- i. Approval of Minutes - Motion by Wittbrodt, second by Haley to approve minutes of all Events meetings to date. Motion carried.
- ii. Business - Amanda updated board that the Fashion Show had generated a profit of \$335 which the committee would like to donate to Art Rapids. Motion by Wittbrodt, second by Fitzpatrick that a \$335 donation of profits be made to Art Rapids. Motion carried.
 - Wayne handed out a proposal put together in support of contracting for an Events Coordinator, namely, Holly Schlicter. Motion by Wayne, second by Haley to hire Holly Schlicter to organize and manage 3 winter events with total compensation not to exceed \$900. Much discussion followed. Roll call vote taken. Yay: Fitzpatrick, Haley, Knecht, Wayne, Wittbrodt, Witte. Nay: Cobb, Janisse, Thomas. Motion carried.

c). Business Development

- i. Approval of Minutes - Motion by Thomas, second by Wayne to approve minutes from June and July. Motion carried.
- ii. Business - No board actions to date.
 - Have been meeting with business owners.
 - Looking into availability of new facade grant \$\$.
 - Wayne noted through these meetings they have identified that many business owners do not have emails for their businesses.

9. Unfinished Business

a). Project Updates

- i. Facade Grant - Amanda reported this is in progress and will be for a while but not necessarily something we need to discuss each month.
- ii. TC to Charlevoix Trail - Still waiting to hear on grant request decision for preliminary design work.

10. New Business

- a). Cherry Farm and Burnetts Tour Recap - Both Wayne and Witte were able to attend this tour and found it extremely informative. Wayne noted Mr Amos comment that this is a very challenging business to be in today.
- b). Meeting cancellations - The board decided to adopt the practice of rescheduling cancelled meetings for the next Wedn.. Committees can decide individually how they would like to handle cancelled meetings.
- c). Board Resignation and Officer Succession - Cobb informed the board that she had accepted a new job

in TC and was resigning. Motion by Wayne, second by Wittbrodt to appoint Thomas as new Chair. It was decided to postpone voting for a new Vice chair until the next meeting at which time we will hopefully have new members.

11. Public Comments - Board
None

12. Adjournment
Motion by Wittbrodt to adjourn the meeting at 8:29, second by Wayne. Motion carried.

Minutes submitted by Carol Haley