

DDA Regular Meeting Minutes
Wednesday, June 14, 2017
Government Center, 315 Bridge Street

1. Meeting called to order @ 6:33 by Cobb.
2. Roll Call
Present: Cobb, Fitzpatrick (arrived after roll call), Haley, Janisse, Thomas, Wayne, Wittbrodt, Witte
Absent: Knecht
Also present: Amanda Baker (NLEA), Bill Cooper (Village Manager)
3. Approval of Agenda
Motion by Wayne, second by Witte. Motion carried.
4. Approval of Minutes of Regular Meeting of ~~April~~, **May^{CH}** 10, 2017.
Motion by Wittbrodt, second by Thomas to accept minutes.
5. Public Comment
Bill Cooper clarified that there is no requirement for the DDA to have a fund balance to cover the bond obligations since the general fund backs this. However, Village Council Policy does require the DDA to keep a fund balance of 20% of annual expenditures.
Witte mentioned that Experience Art Rapids is underway and going well. He also noted that 10 new sculptures have been added to the Sculpture Park.
6. Village Policy Board Training
Caroline Kennedy presented some general information on OMA, FOIA, and parliamentary procedure. She stressed that some village policy is more stringent than state requirements but these more stringent rules are the ones we are required to follow.
7. Treasurer's Report
Presented by Bill Cooper - Everything on track so far.
8. Coordinators Report
Baker reported that she and Laura from the Chamber have made several videos with local merchants to post on Facebook. Newsletter and Facebook metrics basically the same. Baker and Cobb met with Gera Witte from the Library to brainstorm ways to partner and accomplish both group's missions.
9. Unfinished Business
 - a). Project Updates
 - i. Facade Grant Status - Baker reported work has started and things are moving along.
 - ii. Events Committee - Haley reported the committee has been meeting weekly in an effort to support and assist both Experience Art Rapids and the Chamber with Evening on River. The focus has been to fulfill the requests of both. This includes communication, artist Meet and Greet, Fashion Show, Local's night, help with EOR tables and chairs, rounding up volunteers for the Art Rapids Gala.

- iii. Infrastructure Committee - Thomas presented an estimate from Tilley's Pressure Washing for cleaning of River St., Cedar and Dexter St. sidewalks (to include Yuchasz Garden), which would be done this week before Evening on River begins. Bids were for initial wash (\$3900) and 2 maintenance washes. Any cleaner to be used would be environmentally friendly and not harmful to vegetation or the environment. Maintenance to be discussed at a later time. Motion by Haley, second by Wayne to hire Tilley for an initial wash of River, Dexter and Noble streets. Motion carried.
Thomas to notify businesses of the necessity to move items.
Witte is working on way finding. Haley is mapping out current trash bins and identifying where new ones are needed. Looking at ideas for a possible boardwalk along Cedar so as to keep mature trees. Pat Stites added a lot of work is being coordinated with DPW concerning replacing tree grates, and adding additional benches etc..
 - iv. Business Development Committee - Cobb reported the committee has had their first meeting and hopefully will have some ideas to bring back next month.
 - v. TC to Charlevoix Trail - Witte reported this is still moving along.
 - b). Speedway Lease - Baker reported this has been tabled at the Village Council level.
10. New Business
- a). Crowdfunding Presentation
Public Spaces Community Places, MEDC/Patronicity grant program for municipalities. Matching funds program up to \$50k once a project has been identified. Great for outdoor areas and park enhancements.
 - b). Terrace Garden Project - Haley noted that this area by the Library Bridge has been identified by DPW, Beautification and, organizations involved with the Facade Grant, as an important highlight to our Downtown. Motion by Wayne, second by Haley that the board approve the continued collaboration with Beautification Commission to pursue the idea of a Terrace Garden thereby providing our resource, Amanda, to identify grants/crowdfunding opportunities to further the plan along. Wittbrodt recused herself due to potential conflict of interest. Motion carried.
11. Public Comments
- Gillian noted that Shorts is sponsoring a series of summer concerts at Hertha.
12. Adjournment
- Motion by Wittbrodt to adjourn the meeting at 8:20, second by Haley . Motion carried.

Minutes submitted by Carol Haley