

**Downtown Development Authority**

**Regular Meeting DRAFT Minutes**

Wednesday, January 9, 2019 at 6:30 PM

Governmental Center, 315 Bridge Street

1. Call to Order / Roll Call – 6:30pm  
Present: Brian Scram, Sharon Fitzpatrick, Carol Haley, Jim Janisse, Steve Thomas, Kathy Wittbrodt, Jim Witte, Karen Simpson  
Excused: Richard Bellingham, Eric Ray  
Also Present: Amanda Baker, Downtown Development Coordinator; Kim Pontius, Suttons Bay DDA
2. Approval of Agenda  
Motion to approve agenda as amended made by Fitzpatrick. Support offered by Simpson, all ayes.
3. Approval of Minutes  
Motion to approve minutes of the Regular Meeting of November 14, 2018 made by Haley with support by Wittbrodt. All ayes.
4. Public Comments- Citizen Comments  
None.
5. Suttons Bay/Elk Rapids Ferry  
Pontius updated the Board on the idea for a ferry between Suttons Bay and Elk Rapids (B3: Bikes, Boats, Beer Ferry) to capture pedestrian and bike traffic with the trail updates.  
Wittbrodt move the Elk Rapids DDA pursue working with the Suttons Bay DDA on this project. Support offered by Haley. All ayes.
6. Treasurer’s Report  
No report.
7. Coordinator’s Report  
Baker presented on DNR Trust Fund grants and invited the Board to DDA Forum 1/14 and DNR Grant Workshops 1/15 or 1/18.
8. Sub Committees
  - a. Events Committee
    - i. Approval of Minutes  
Motion to approve November 26, 2018 minutes made by Wittbrodt with support by Fitzpatrick. All ayes.  
Motion to approve December 5, 2018 minutes made by Wittbrodt with support by Fitzpatrick. All ayes.  
January 2, 2019 tabled until February.
    - ii. Events Business
      1. Events Coordinator  
Thomas and Simpson proposed contracting with the Chamber of Commerce for an event coordinator at about 10 hour a week. Wittbrodt moved to approve negotiating with the Chamber of Commerce for a position up to \$7,200. Support offered by Haley. A role call vote was taken:  
Yes: Scram, Fitzpatrick, Haley, Thomas, Wittbrodt, Witte, Simpson  
No: None  
Abstain: Janisse  
Absent: Bellingham, Ray  
Baker presented the proposed budget for the 2019 Chili Cook-off. Wittbrodt moved to approve spending for the event. Support offered by Fitzpatrick, all ayes.
  - b. Infrastructure Committee
    - i. Approval of Minutes  
Witte moved to approve the minutes from December 5, 2018 and January 2, 2019 with a correction on December 5 to title them “Minutes” rather than “Agenda.” Support offered by Haley, all ayes.