

Elk Rapids Downtown Development Authority
Regular Meeting Minutes
December 11, 2019
Government Center
315 Bridge St., Elk Rapids MI

Called to order 6:30 P.M.

PRESENT: Chair – Steve Thomas, Brian Scram, Sharon Fitzpatrick, Christine Petersen, Becky Lancaster, Village President Jim Janisse, Eric Ray, Karen Simpson.

EXCUSED: Kathy Wittbrodt.

ALSO PRESENT: Village Manager William Cooper, Secretary Lori Dawson,

Citizens Present: Three – Laura Savoy (Elk Rapids Chamber of Commerce), Gary Howe (Norte), Tim Maylone (Cherry Capital Connection)

MOTION by **SIMPSON**, second by **LANCASTER**, to amend the Agenda by adding **6. to Unfinished Business: 2019-20 Goals**. All those present voting yes. **MOTION CARRIED.**

MOTION by **FITZPATRICK**, second by **LANCASTER**, to amend the minutes of the December 11, 2019 Regular Meeting by adding **FITZPATRICK** as present at the meeting. All those present voting yes. **MOTION CARRIED.**

MOTION by **PETERSEN**, second by **LANCASTER**, to adopt the **Consent Calendar** as follows:

Accept minutes for:

November 13, 2019 Regular Meeting

December 4, 2019 Events Committee.

All those present voting yes.

MOTION CARRIED.

NORTE' PRESENTATION: Received by Gary Howe

PUBLIC COMMENTS – CITIZEN COMMENTS: None.

TREASURERS REPORT– Received.

SUB COMMITTEES:

Events/Marketing Committee –Simpson reported updates

Ames Street Project Committee – Janisse reported updates.

River Street Committee – Ray reported updates.

NEW BUSINESS:

MOTION by **SIMPSON**, second by **PETERSEN**, to approve **reimbursement** in the amount of **\$437.50** to **Wittbrodt** for payment to **BLACK HORSE FARMS**. Roll Call Vote: Ayes – Scram, Fitzpatrick, Petersen, Lancaster, Thomas, Ray, Simpson; Nays – None; Excused – Wittbrodt. **MOTION CARRIED.**

MOTION by **PETERSEN**, second by **RAY**, to approve payment of **\$1,526.00** to **The Elk Rapids News and Northern Express**. Roll Call Vote: Ayes – Scram, Fitzpatrick, Petersen, Lancaster, Janisse, Thomas, Ray, Simpson; Nays – None; Excused – Wittbrodt. **MOTION CARRIED.**

Janisse reported on the Village Council Budget Workshop, updates on Spring Cleanup, Knoph resigning from Village Council.

MOTION by **PETERSEN**, second by **FITZPATRICK** to support the appointment of **Karen Simpson** and potential second person, to form a **Business Recruitment and Development Ad-Hoc Committee** in collaboration with the **Chamber of Commerce**. All those present voting yes. **MOTION CARRIED**.

MOTION by **SIMPSON**, second by **RAY**, to develop a **DDA MEMBERSHIP RECRUITMENT COMMITTEE** beginning with the appointment of **Christine Petersen** who will work through processes and criteria with **James Janisse**. All those present voting yes. **MOTION CARRIED**.

After discussion it was decided that **Thomas** and **Simpson** will review the **By-Laws** and bring recommendations or revisions to the **DDA**.

BUDGET:

MOTION by **FITZPATRICK**, second by **LANCASTER** to **APPROVE THE 2020-2021 DDA BUDGET** as written. Roll call vote: Ayes – **Scram, Fitzpatrick, Petersen, Lancaster, Thomas, Ray, Simpson**; Nays – **None**; Excused – **Wittbrodt**. **MOTION CARRIED**.

UNFINISHED BUSINESS:

1. TC to Charlevoix Trail – No report
2. Elk Rapids/Suttons Bay Ferry – Received by **Thomas**.
3. Cherry Capital Connection – **Tim Maylone** presentation.
4. Trailtown – Received by **Petersen**.
5. Holiday Decorations – Ad-Hoc Committee.

MOTION by **SIMPSON**, second by **SCRAM** to appoint **FITZPATRICK** and **WITTBRODT** to an **AD-HOC COMMITTEE FOR 2020 HOLIDAY DECORATIONS**. All those present voting yes. **MOTION CARRIED**.

6. **2019-2020 GOALS** – **Thomas** and **Simpson** will discuss and report on **January 2020 Agenda**.

MOTION by **SIMPSON** second by **SCRAM** to adjourn meeting at 8:15 p.m. **MOTION CARRIED**.