

Meeting Minutes

Downtown Development Authority — Regular Meeting

130 S. Lane St. June 12, 2019 6:00 p.m.

Members Present: Brenda Butler, Mike Gunter, Barb McHenry, Sandy Witt, April Wolfe, Bob Valdez, Heather Marks

Members Absent: Scott Croft, Shelby Simpson

Village Representative(s) present: Jim Wonacott, Village Administrator Heather Marks., ED Director.

1. Call to Order 6:05 pm.
2. Approval of Minutes — Brenda Butler motioned to approve minutes, Bob Valdez, second. None opposed, motion carried.
3. Approval of Committee Minutes —Mike Gunter motioned for acceptance of the committee minutes, Valdez second. None opposed, motion carried.
4. Committee Reports — Commerce, - Scott Croft chair was not present. Design committee did not meet. Outreach committee met on 5/22/19.
5. Facade Grant Application/Heather Marks - Three Bridges Boutique — Motion to approve the payment of \$1,113.00 to Heather Marks of three Bridges Boutique for completed work related to their grant application from 103 S. Lane Street was made by Mike Gunter, second by Sandy Witt. None opposed, motion carried.
6. Budget – was reviewed for the next fiscal year
 - Michigan Downtown Association Renewal was voted and approved to pay \$200 annual fee. Motion by Mike Gunter, second by April Wolfe
7. Workplans – was reviewed for the next fiscal year
8. Director's Report — Presented by Heather Marks.
9. New Business – Bathroom Survey – Barb McHenry to talk to other business owners. Village Council has asked DDA input on the DDA Director.
10. Unfinished Business — Survey results self-assessment due by next meeting. Please let Heather Marks know if you have already completed. The email was sent on 04/23/2019.
11. Announcements — None provided.
12. Adjournment — A motion to adjourn the DDA Board meeting at 7:41pm was made by April Wolfe, second by Brenda Butler. None opposed, motion carried.