

Meeting Minutes
Downtown Development Authority – Regular Meeting
130 S. Lane St. July 10, 2019 6:00 p.m.

Members Present: Brenda Butler, Sandy Witt, April Wolfe, Scott Croft, Heather Marks (*), Shelby Simpson, Bob Valdez

Members Absent: Mike Gunter, Barb McHenry, Laura Nichols

Village Representative(s) present: Jim Wonacott, Village Administrator. (*) Note that Heather Marks is also the representative Acting Interim ED Director.

1. Call to Order 6 pm.
2. Approval of Minutes (May and June) – Simpson motioned to approve minutes, Witt second. None opposed, motion carried.
3. Approval of Committee Minutes – Croft motioned to approve minutes, Wolfe second. None opposed, motion carried.
4. Committee Reports – Commerce, did not meet in June. Design committee did not meet in June. Outreach committee met on 06/26/2019.
5. Election of Officers –
 - a. Simpson motioned to nominate Gunter for President of the DDA Board, Marks second. None opposed, motion carried.
 - b. Marks motioned to nominate Wolfe for Vice President of the DDA Board, Valdez second. None opposed, motion carried.
 - c. Butler motioned to nominate Witt for Treasurer of the DDA Board, Wolfe second. None opposed, motion carried.
 - d. Butler motioned to nominate Simpson for Secretary of the DDA Board, Valdez second. None opposed, motioned carried.
6. Mini Park meeting – Scheduled for July 29th @ 5:30 pm at the Village Office. Ideas for the park area sought.
7. Evening in the Village meeting – Scheduled for July 16th @ 5:30 pm at the Village Office. Discussion to be held on the event so titled. “Evening in the Village”. Host Mary Ann of Decades.
8. Informational meetings – Public notice to note August and October DDA Board meeting dates. ED Director to provide format/agenda.
9. Re-appointment of Scott Croft and April Wolfe – Terms ending in June 2023.
10. Director Report – MainStreet representative Laura to be at the Village Office @ 7 pm on July 22nd.
11. Unfinished Business – Website upgrade discussion.
 - a. Croft motioned to re-allocate \$1,500.00 from the Fund Balance (to be added to the budget line item for such use), to be used for I. T. Right website rebuild not to exceed the quoted cost of \$2,500.00. Simpson second. Roll called, none opposed, motioned carried.
 - b. Downtown bathrooms were discussed. The item was requested to be placed on the August agenda.
12. Announcements – Jim Wonacott was acknowledged for his 25th anniversary representing the Village of Blissfield.
13. Adjournment – Croft motioned to adjourn the DDA Board meeting, Wolfe second. None opposed, motion carried.
14. Adjournment at 6:50 p.m.