

Meeting Minutes
Downtown Development Authority – Regular Meeting
November 11, 2020 6:00 p.m. at Village Office

Members Present: Scott Croft, Heather Marks, Sandy Witt, Mike Gunter, Barb McHenry, Laura Nichols, Bob Valdez

Members Absent: Brenda Butler, Cindy Zanger

Village Representative(s) present: Joe Frey Village Administrator

1. Call to Order 6:00 pm.
2. Visitors – AI Holiday
3. Approval of Minutes – Discussion and review held.
 - a. Motion – McHenry made a motion to approve all minutes as presented. Witt second. None opposed, motion carried.
4. Committee Reports – Discussion held. Chairperson(s) provided synopsis.
 - a. Presented reports – Economic Vitality, Design, and Events & Outreach.
5. Wassail Festival Update –
 - a. Chairperson decision to cancel the event this year due to Covid 19.
6. Election of Board Officers –
 - a. Motion – McHenry made a motion to slate the following positions for the DDA Board: Gunter – President, Nichols – Vice President, Witt – Treasure, Croft – Secretary. Valdez second. None opposed, motion carried.
7. TIF Renewal – Discussion and review held.
 - a. Motion – Nichols made a motion to accept the McKenna proposal at a cost of \$22,000.00 to represent the DDA in partnership to update the 1992 Tax Increment Financing Plan and to identify and evaluate new TIF districts, as applicable. McHenry second. Roll called: Marks – Yes, McHenry – Yes, Witt – Yes, Croft – Yes, Valdez – Yes, Nichols – Yes, Gunter – Yes. Absent – Butler, and Zanger. Motion carried.
8. Radio Advertising – Discussion and review held.
 - a. Motion – Nichols made a motion to approve the purchase of radio advertising through December 27th, 2020 with I-Heart radio at a cost of \$1,380.00. Valdez second. Roll called: Marks – Yes, McHenry – Yes, Witt – Yes, Croft – Yes, Valdez – Yes, Nichols – Yes, Gunter – Yes. Absent – Butler, and Zanger. Motion carried.
9. Student Board Members – Discussion and review held.
 - a. DDA Director asked the Board to consider allowing a Student Board Member to sit on the Village DDA Board for exposure, and provide a voice from that generational view. This would be a “voting powers” position.

- b. The Board in turn requested the Director and Village Administrator to investigate the viability and ability to do so within the DDA Charter.
- 10. Director's Report – Presented in DDA Board packet for member review.
- 11. Unfinished Business –
 - a. Coach Light – Discussion and review held.
 - i. Update provided by Village Administrator on steps being undertaken.
- 12. New Business –
 - a. Walk the Lights –
 - i. Sponsored by the DDA and the Parks and Recreation Board.
 - ii. Blissfield Girl Scout Organization assisting.
 - iii. Being held Friday and Saturday, December 11 and 12.
- 13. Closed Session –
 - a. Motion – Marks made a motion to go into closed session to discuss the potential purchase of the Coach Light Plaza. McHenry second. None opposed, Croft abstained, motion carried.
 - b. Recusal – Croft recessed himself from the closed session.
 - c. Gunter to record minutes of closed session.
 - d. Adjourn to closed session, 7:13 p.m.
- 14. Closed Session Adjournment –
 - a. Motion – Marks made a motion to adjourn closed session. McHenry second. None opposed, motion carried.
 - b. Closed session adjournment time 7:37 p.m.
- 15. Coach Light -
 - a. Motion – McHenry mad a motion that the DDA Board recommend to council to use the numbers discussed in the closed session to make an offer for Coach Light Plaza. Nichols second. Roll called: Marks – Yes, McHenry – Yes, Witt – Yes, Croft – Abstain, Valdez – Yes, Nichols – Yes, Gunter – Yes. Absent – Butler, and Zanger. Motion carried.
- 16. Announcements – None provided.
- 17. Adjournment –
 - a. McHenry made a motion to adjourn the DDA Board meeting, Nichols second. None opposed, motion carried.
- 18. Adjournment at 7:42 p.m.