

Meeting Minutes
Downtown Development Authority – Regular Meeting
130 S. Lane St. September 9, 2020 6:00 p.m. In person and held via Zoom Internet

Members Present: Scott Croft, Shelby Simpson, Heather Marks, Sandy Witt, Mike Gunter, Barb McHenry, Bob Valdez (*)
(*) Via Zoom

Members Absent: Shelby Simpson, April Wolfe, Laura Nichols, Brenda Butler

Village Representative(s) present: Joe Frey Village Administrator

1. Call to Order 6:00 pm.
2. 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.
3. Committee Reports – Discussion held. Chairperson(s) provided synopsis.
 - a. Presented reports – Economic Vitality (formerly Restructuring), Design, and Events & Outreach.
4. Visitors –
 - a. Carl Studnick
 - b. Al Holliday (*)
5. Resignations – Formal acceptance.
 - a. Motion – McHenry made a motion to formally accept the resignation(s) of Shelby Simpson and April Wolfe from the DDA Board. Croft second. None opposed, motion carried.
6. Coach Light Plaza Report – Discussion and review lead by DDA Director Marks.
 - a. Village Administrator input.
 - b. Visitor Al Holliday input.
 - c. Motion – Marks made a motion to continue on (intent to purchase and renovation of Coach Light Plaza) by creating a packet to present to the Village Council of Blissfield for approval of such intent. Packet to include due diligence information already obtained by the Blissfield DDA, reason for suggested purchase, and future intent. McHenry second. None opposed, motion carried.
7. Sponsorship update – Discussion and review.
 - a. Director’s update.
8. Election of Officers – Discussion.
 - a. Tabled until next meeting.
 - b. Director to send an email out prior to next DDA Board meeting soliciting interest from current Board members on their Board position interest.
9. TIF Renewal – Discussion and review.
10. Radio Advertisement – Discussion and review.
 - a. Marks to reach out to the last year’s company used to seek a similar Ad Campaign proposal.
11. Façade Payment for Starling Lounge – Review.
 - a. Motion – McHenry made a motion for the payment of \$1,709.50 to Starling Lounge proprietors for the awning installed at the place of business. Witt second. Roll called: Gunter – Yes, McHenry – Yes, Witt – Yes, Marks – Yes, Valdez – Abstain, Zanger – Yes, Croft – Yes, Nichols – Absent, Butler – Absent. Motion carried.
12. Budget – Discussion and review.
 - a. Motion – Marks made a motion to move the Grant budget account funds to the Loan budget account funds for FY 2021. McHenry second. None opposed, motion carried.
13. Director’s Report – Presented in DDA Board packet for member review.
14. Unfinished Business – None discussed.
15. New Business – None discussed.
16. Adjournment –
 - a. Marks made a motion to adjourn the DDA Board meeting, McHenry second. None opposed, motion carried.
17. Adjournment at 7:50 p.m.