



Village of Blissfield
Downtown Development Authority – Regular Meeting
June 14, 2017
6:00 p.m.

- I. Call to Order – 6:00. **Denise Adams, Julie Goll, Mike Gunter, Ray Jones, Barb McHenry, Kayla Singleton, Dorothy Steedle, April Wolfe (6:03)**
- II. Pledge of Allegiance
- III. Approval of May 2017 Minutes – **Motion by Goll. Affirmed by McHenry. Passes 7-0 (Wolfe not present).**
- IV. Community Comments
- V. Committee Reports
 - Commerce – Dorothy Steedle
 - Design – Mike Gunter
 - Outreach/Events – Denise Adams
- VI. Discussion Items
 1. Preliminary Budget: FY 2017-2018 – **The board discussed the preliminary budget. Dotson answered questions with regards to full-time wages, potential workplans, downtown bathrooms, façade grants, and antiques on the lane.**
 2. Downtown Carillon – Quote - **The board discussed the project. Because of Village/DDA purchasing requirements the project will need to be put out for bid. Gunter said he would work with Dotson to provide a RFQ to be sent out to potential carillon providers. Jim Wonacott stated he was willing to assist in the process if needed.**
 3. Downtown Bathroom Project – Update – **The board discussed the progress of the downtown project. Adams stated that Papenhagen’s initial cost for the project was around \$100,000. The board also discussed the lack of additional donors to help with the project. The board also discussed asking our anonymous donor to appropriate the money for another project.**

MISSION STATEMENT

With enthusiastic volunteers, hard work and inspiration, we will preserve the structures of yesterday, support our labors of today, and build our dreams of tomorrow. This will establish and maintain a prosperous and welcoming community for stakeholders, visitors and surrounding communities.

Board Members: Julie Goll, Mike Gunter, Denise Adams, Ray Jones, Barb McHenry, Kayla Singleton, Dorothy Steedle, April Wolfe



BLISSFIELD

Main Street



4. Annual Organizational Meeting – July 12 – **Dotson discussed that per the DDA bylaws the board would hold it's officer elections, approve a budget as well as reaffirm the MS Committees at their July meeting.**
- VII. Action Items
1. MS Committee Resignations – **Motion to accept Randy and Jane Kelle's resignations made by Jones. Affirmed by Goll. Passed 8-0**
 - Randy Kelley – Outreach/Events
 - Jane Kelley – Outreach/Events
 2. Updated Façade Grant Approval – **The board voted to accept the new façade grant application as recommended by the Design Committee. Motion by Goll. Affirmed by McHenry. Passes 8-0.**
 3. Seasonal Employee Hiring Approval – **The board voted to approve Taylor Nelson as our downtown plant watering specialist. Motion by Jones. Affirmed by Steedle. Passes 7-0. Gunter abstains.**
 4. Decorative Fence Spending Approval – **The board approved up to \$750 to be spent on a decorative fence. Motion by Jones. Affirmed by Gunter. Passes 8-0.**
 5. Re-Affirm MS Committees – **The board did not act on this item and instead asked that it be placed on the July agenda.**
- VIII. Director Report – Dotson reminded the board of the MS Refresh set to take place on August 21-22.
- IX. Announcements – **Denise Adams announced she would not seek to be reappointed to her DDA board position and provided a resignation at a member of the Outreach-Events Committee. Motion by Gunter. Affirmed by Goll. Passes 8-0. Barb McHenry also announced she would be stepping down and resigning from the Commerce Committee as she will soon be moving out of the state.**
- X. Adjournment – **Meeting adjourned. Motion by Gunter. Affirmed by Goll. Passes 8-0.**

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