

**Downtown Development Authority Board
Monday, June 6, 2016
Scheduled Meeting
City Hall Chambers**

Present: Atkins, Carey, Krumholz, LaVanway, McCleod, Mayor Peck, Teske, Worgess and City Administrator Tom Cannon.

Absent: Miller

Guests: Chris Oliver

Meeting was called to order by President Teske at 5:30 p.m.

Secretary's Report-

Motion by Atkins, second by Krumholz to approve of the May 2, 2016 minutes. All ayes, motion carried.

Treasurer's Report-

Motion by Peck, second by Krumholz to pay the bill to Haley Inc. for \$5,520 for drip sprinkler system. All ayes, motion carried.

Motion by LaVanway, second by Carey to accept the treasurer's report. All ayes, motion carried.

**City Manager's Report-
East Jordan DDA Director-**

Amanda Baker, new DDA Coordinator was introduced by City Manager Cannon. She will work in East Jordan Monday and Tuesday each week.

Mayor's Report- Nothing

DDA Coordinator-

Baker went over her Coordinator's report that was in the packet. She discussed building a database of businesses in the DDA area, Redevelopment Ready Communities Program, DDA orientation, streetscape image and branding and communications package of email marketing vs. customer relations manager.

Chairman's Report- None

Old Business-

A. Update on flower boxes-

Cannon said new flower boxes which are to be self watering should arrive today. The evening Rotary group will plant the flowers. David Scheer will be paid to water the flowers. Worgess did a visual audit and got two new care takers to take on the flower

boxes that needed care. Cannon said sprinklers are on 7 days per week for 45 minutes. It was suggested in dry weather it may need to go to an hour.

B. Music in the Park 2016

The committee is all ready with the summer schedule for this year. Josh Davis will put money into advertising for the show in East Jordan. Evening Rotary is interested in selling alcohol during show of Accidentals. Discussion was held regarding selling beverages during music in the park with organizations.

C. Blight issue for homes next to Crossroads

City is planning on enhancing the blight ordinance. Homes next to Crossroads is not in DDA district.

New Business-

A. Banners-

Discussion was held on purchasing new banners. Motion by Worgess, second by LaVanway not to exceed \$3,400 for total of 20 seasonal and 14 festival banners. All ayes, motion carried.

B. MEDC Grant Project - Memorial Park and Sportsman Park Improvements

Baker discussed this grant with Dan Leonard from MEDC. She said we have to have a solid plan which includes to reactivate the park. We will need to raise money to make Memorial Park the way you want it to be. Baker will bring a time table of this project to the next meeting.

C. Wireless Broadband-

MERIT is working with Aspen Wireless to have East Jordan partner with Charlevoix County for wireless broadband. It was decided to call a special DDA meeting for Monday, June 13 at 5:30 p.m. to discuss this issue so broadband can be available by end of June 2016.

Donations to Freedom Festival Music in the Park-

Discussion was held on marketing money for freedom festival. No motion was made.

Meeting adjourned at 7:15 p.m.

Next meeting is scheduled for July 11th at 5:30 p.m.

Dawn LaVanway, Secretary