

**Downtown Development Authority Board
Scheduled Meeting
Monday, October 5, 2015
City Hall Chambers**

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

Absent: Cady and Krumholz

Meeting was called to order by President Teske at 5:35 p.m.

Secretary's Report-

Motion by Miller, second by Peck to approve the September 14, 2015 minutes. All ayes, motion carried.

Treasurer's Report-

Motion by Worgess, second by McCleod, to approve treasurer's report. All ayes, motion carried.

All DDA debt obligations have been paid off! The 2003A bond to construct parking facilities and handicap accessibility was paid off on September 11th and the 2007 Installment purchase for land acquisition-Hotel lot will be paid off on October 2nd. Cash on hand with the city as of August 31st was \$139,000.

City Manager's Report-

City received notification from MDEQ that they were approved for the third round of the Stormwater, Asset Management and Wastewater (SAW) program. The grant proposal total is \$81,000 with a 10% match from the city.

Annual airport inspection took place on September 24th. Plan is to upgrade the status from "public" to "general" airport. The change in certification status allows the City to participate in 50% grant funding from MDOT's aeronautical department.

Mayor's Report-

Nothing

Chairman's Report-

Membership-

Worgess and Atkins terms will be up at the end of December. It was brought up to see if they would consider staying on the DDA.

Old Business-

A. New Banners-

Banners are on hold due to way finding grant.

B. Hotel Property Negotiations Update-

Miller and Cannon meet with Floyd Wright and Laurie Hodgson to negotiate on property price. Scott Beatty suggested DDA waive the agreement in the purchase and development agreement item 2. Motion by Miller, second by Worgess to waive the LLC covenant as written in the purchase and development agreement item number 2. Six ayes, no nays, one abstained. Motion carried.

C. Green Light-Status

Worgess informed the board the hatch is scheduled for October 8th at Castle Farms. There were 20 candidates who applied and 9 met with the mentoring committee for their presentations. Many people signed up to attend the free event.

D. Entrepreneurial Communities-

The 4th annual Connecting Entrepreneurial Communities (CEC) conference is going Border to Border with two new locations in 2015. The first conference will be held in the Houghton/Hancock Communities on Oct. 7th and 8th and the second conference will be in downtown Sturgis on Oct. 21st and 22nd. Tom Cannon may go to the Sturgis one.

E. Flower box clean up-

Worgess hasn't sent out emails to sponsors to notify them they can clean up the flower boxes. The water will be turned off soon.

F. State of the Community-

The State of the Community will be Tuesday, November 10th this year at the Harvest Barn Church.

New Business-

A. Christmas Lights-

Lights have been ordered and lights will go up when leaves come off the trees. Miller said the lights come on reels so only need a few people to help. It is planned to do the lights in early November.

B. Main Street Development-

McCleod said construction will start in October on the building.

C. Crowd funding project-

McCleod said the committee met and suggest moving the train to Sportsman Park. Dusty Christensen, Community Planner for LIAA will provide conceptual site master planning services to the city for both Memorial Park and Sportsman's Park. This will take time to make the plan of moving the train happen. Motion by Worgess, second by Miller to support up to \$2,000 of the \$6,000 cost for this project. All ayes, motion carried.

Worgess brought up the 6th Annual Leaf Peaked Craft show and Pumpkin Fest which will be on Saturday, October 17th from 10 a.m. to 4 p.m.

Meeting adjourned at 6:30 p.m.

Next meeting is rescheduled for Monday, November 2, 2015.

Following meetings is:

Monday, December 7, 2015

Respectfully submitted,

**Dawn LaVanway
Secretary**