

**Downtown Development Authority
Regular Meeting Minutes
Tuesday, February 14, 2017 - 7:30 AM**

Board Members Present: David Ralph, Deb Huch, Jim Hopkins, Wendy Gladding John Hoppough

Board Members Absent: Bill Johnson, Linda Huckleberry, Tim Mulcahy, and Roy LaMarte

Others Present: George Bosanic, City Manager
Norice Rasmussen, Clerk-Treasurer
Gae Wolfe, Chamber of Commerce
Cory Smith, Daily News

The meeting was called to order by Chair Ralph at 8:05.

Selection of Secretary:

Board member Gladding made a motion to nominate Huch as Secretary for the Board. Board member Hoppough seconded the motion. No other nominations were presented. Motion carried unanimously.

The Board reviewed the minutes from the January 10, 2017 meeting. Board member Gladding made a motion to accept the minutes as presented. Board member Huch seconded the motion. Motion carried.

The Board reviewed the minutes from the special January 24, 2017 meeting. Board member Gladding made a motion to accept the minutes as presented. Board member Hopkins seconded the motion. Motion carried.

The Board received a presentation on the Financial Report for December 2016 from Clerk-Treasurer, Norice Rasmussen. Board member Hoppough made a motion to accept the Financial Report. Board member Hopkins seconded the motion. Motion carried.

The Board discussed the need for a Parking Lot Committee. They selected Wendy Gladding, Gae Wolfe from the Chamber, and John Hoppough to serve on the committee to look at parking issues downtown.

The Board discussed downtown activities such as shopping bags, and a potential block party for façade grants.

George Bosanic updated the Board on the façade grant process. Development and grant agreements may be approved at the first City Council meeting in March. Construction could begin shortly thereafter.

The Board discussed the Brownfield Project for Flo's. The Montcalm County Brownfield Authority will meet on Wednesday, February 15, 2017 to consider a resolution to approve, and recommend approval to the County Commission.

Board member Huch made a motion to adjourn; supported by board member Hoppough. Motion carried. Board adjourned at 8:50.

Respectfully submitted,
George Bosanic