

**Downtown Development Authority
Regular Meeting Minutes
Tuesday, May 10, 2016 - 7:30 AM**

Board Members Present: David Ralph, Deb Huch, Wendy Gladding, Jim Hopkins, Bill Johnson, Linda Huckleberry Tim Mulcahy, and John Hoppough.

Board Members Absent: Roy LaMarte.

Others Present: George Bosanic, City Manager
Bradley Hool, Clerk-Treasurer
Gae Wolfe, Chamber
Cory Smith, Daily News

The meeting was called to order by Chair Ralph at 7:35.

The Board reviewed the minutes from the April 12, 2016 meeting. Board member Gladding made a motion to accept the minutes as amended. Board member Hoppough seconded the motion. Motion carried.

The Board received a presentation on the Financial Report for March 2016 from Clerk-Treasurer, Bradley Hool. Board member Hopkins made a motion to accept the Financial Report. Board member Huckleberry seconded the motion. Motion carried.

George Bosanic presented the draft Brownfield Plan proposed by Uccello's. The Board asked several questions that will be passed on to the legal counsel for consideration. The Board viewed favorably on the draft plan and requested that the process of plan formalization proceed.

George Bosanic informed the Board that the MEDC will not fund the Certified Grant Administrator (CGA) fees for the upcoming façade grants. The Board set a special meeting for Tuesday, May 17, 2016 at 7:30 a.m. to consider CGA proposals.

The Board discussed the downtown trees, the planter boxes, and banners.

Chairperson Dave Ralph suggested to the Board that they consider establishing decorative historical markers for the planter boxes in the downtown.

Gae Wolfe presented quotes for the new banners for downtown decorative lights. The Board will finalize its approval for purchase of the additional banners at the next special meeting.

Dave presented a conceptual bag for marketing purposes the Board suggested by the market committee.

Gae Wolfe presented the Board with a community marketing updated. She presented several pieces that have been prepared for distribution.

Board member Hoppough made a motion to adjourn; supported by board member Gladding. Motion carried. Board adjourned at 8:55.

Respectfully submitted,
George Bosanic