

**Downtown Development Authority
Special Meeting Minutes
Tuesday, May 17, 2016 - 7:30 AM**

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

Board Members Absent: Roy LaMarte and Linda Huckleberry

Others Present: George Bosanic, City Manager
Cory Smith, Daily News

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

The Board reviewed the three Certified Grant Administrator proposals.

Board member Huch made a motion to select Revitalize, LLC as the Certified Grant Administrator for the six façade grant projects for the Downtown Façade Project. Board member Hopkins supported. Motion carried

The Board reviewed the updated information from the Chamber regarding the banner bids and confirmed their prior decision from April 12, 2016 to allocate up to \$1,504.75 for the purchase of 25 banners to the lowest bidder, which is Arrow Swift Printing.

Board member Hoppough made a motion to adjourn; supported by board member Gladding. Motion carried. Board adjourned at 7:55.

Respectfully submitted,
George Bosanic