

CITY OF IONIA
Downtown Development Authority
February 21, 2018 Meeting Minutes

CALL TO ORDER: The Ionia Downtown Development Authority meeting called to order by Board President Kirgis at 8:16am.

ROLL CALL: Roll Call revealed the following DDA Board members present: Dave Cook, Paul Lentz, Brett Patterson, Ron Wilson and Mike Kirgis. Also in attendance: Finance Director Chris Hyzer and DDA Director Linda Curtis.

PUBLIC COMMENTS AND INFORMATION: Ionia Community Library Director Dale Parus presented information relating to the feasibility study and the upcoming funding vote. Director Parus noted that he had met with City Manager Jason Eppler to discuss Public Act 506 of 2016 regarding mileage and their ability to opt out of the program. The language relating to the capture will be omitted from the voting ballot. It was suggested that he speak with the Library's legal counsel regarding the change of language presented. In 2017, the capture was approximately \$1,500.

CONSENT AGENDA: It was moved by Member Wilson, seconded by Member Cook to approve the following:

Minutes from the DDA meeting of October 18, 2017.

Accounts Payables for the DDA:

October 26, 2017 – November 25, 2017 in the amount of \$5,716.30.

November 26, 2016 -December 25, 2017 in the amount of \$1,805.48.

December 26, 2017 – January 25, 2018 in the amount of \$2,042.46.

Accounts Payables for the Theatre:

October 26, 2016 - November 25, 2017 in the amount of \$13,630.89

November 26, 2017 – December 25, 2017 in the amount of \$20,852.86

December 26, 2017 – January 25, 2018 in the amount of \$26,412.05.

MOTION CARRIED.

DDA DIRECTOR UPDATE: DDA Director's report attached to meeting documents.

THEATRE REPORT: Absent.

BOARD DECISIONS AND ACTION ITEMS:

1. 2018 Election of Officers: It was moved by Member Cook and seconded by Member Lentz to retain the slate of officers for Chairperson, Vice Chairperson and Treasurer.

MOTION CARRIED.

It was moved by Paul Lentz and seconded by Member Wilson to elect member Dave Cook as Secretary.

MOTION CARRIED.

Slate of Officers for 2018 is as follows:

Chairperson: Mike Kirgis

Vice Chairperson: Brett Patterson

Secretary: Dave Cook

Treasurer: Tim Hemenway

2. Letters of resignation: It was moved by Member Cook and seconded by Member Wilson to accept the letters of resignation from the following members:

Jenny Dinehart

Rich Thompson

MOTION CARRIED.

3. 2018 Meeting Calendar: It was moved by Member Cook and seconded by Member Wilson to approve the 2018 meeting calendar.

MOTION CARRIED.

4. 2018 Fireworks Display: It was moved by Member Patterson and seconded by Member Wilson to host the 2018 Fireworks Display on Tuesday, July 3rd.

MOTION CARRIED.

It was noted that a decision to contract with MelRose Pyrotechnics for the 2018 display was approved in 2017.

5. Wayfinding Sign Project: It was moved by Member Cook and seconded by Member Patterson to recommend sign "B" for the project. Director Curtis will contact Spicer Group to create the bid specifications for the project. The project will be covered by the City General Fund.

MOTION CARRIED.

6. Lamppost garland wraps: It was moved by Member Cook and seconded by Member Patterson to purchase artificial garland wraps for the poles located along Dexter Street.

MOTION CARRIED.

7. Outdoor mural project: A decision to proceed with the grant process was tabled until information relating to the exterior brick restoration is complete. Director Curtis has been in communication with SHPO and MEDC regarding the project. She is waiting for a reply from the groups before proceeding with the grant programming. A kick off fundraiser was held at the Lamplight Grill in February.

8. Master Plan DDA Goals and Actions: Main Street Planning will be providing guidance for the future goals and action plan. This agenda item will be tabled and presented at the March Board of Directors meeting.

9. Former Berger property: Title search of the property noted a portion is listed as belonging the DDA. Discussion included providing a deed transfer of the said property to the current owner. The Board questioned if there would be any costs associated with the transfer. This agenda item will be tabled accordingly.

ADJOURNMENT:

It was moved by Member Cook, seconded by Member Wilson to adjourn the meeting at 8:55am.

MOTION CARRIED.

Respectfully Submitted,
Dave Cook, Secretary
Linda Curtis, DDA Director