

VILLAGE OF LAKE ODESSA
DOWNTOWN DEVELOPMENT AUTHORITY

DRAFT

MINUTES

Regular Meeting - Tuesday, January 14, 2020
Page Memorial Building, Lake Odessa MI

- MEMBERS PRESENT: Karen Banks, Sue Dahms, Sandy Guthrie, Daryl Hartzler, Sarah McGarry, Bill Rogers
- ABSENT: Darwin Thompson
- STAFF: Village Manager Patrick Reagan
- VISITORS: None

- I. **Call to Order:** Meeting called to order by McGarry at 7:00 a.m.
- II. **Agenda:** Motion by Banks, support by Guthrie, to approve agenda as presented. All ayes; motion carried, with Dahms absent.
- III. **Public Comment:** None.
- IV. **Minutes:** Motion by McGarry to approve minutes of 11/12/2019 regular meeting, removing "Sarah McGarry" as being present; support by Hartzler. All ayes; motion carried with Dahms absent.

Dahms arrived at 7:03 a.m.

- V. **Finance:** Dahms reported there were no expenditures since the last meeting. A portion of the 2019 tax increment financing was received in November, with the remainder to be received in March or April 2020.
- VI. **Action Items/Discussion Items:**
- a) **FY 2020-2021 Budget:** Motion by Banks, support by McGarry to approve the following budgeted expenditures for fiscal year 2020-2021:

Lights for downtown streetscape trees	1,000
Parking lot fence project	12,000
Beautification (summer flowers, soil, etc.)	1,700
Watering	5,000
Façade/Sign Grant	15,000
Training for Board Members	1,000
Marketing	<u>2,000</u>
Total:	37,700

All ayes; motion carried.

b) **2019 Christmas in the Village Expenses:** Banks reported that the Lakewood Area Chamber incurred a total of \$321.16 in expenses, and asked if the DDA would be willing to reimburse the Chamber for one-half the cost. Motion by Dahms, support by McGarry to reimburse the Lakewood Chamber \$160.58. All ayes; motion carried. Discussion followed. Consensus was to ask the Chamber if a DDA representative could participate in planning the 2020 event, and discuss with them a possibly more central downtown location for the visits with Santa.

VII. Beautification Committee Report: Banks reported there were 41 total lamppost sponsors at \$20 each, for a total of \$820 in sponsorships. She stated that each sponsor was mailed a thank you letter and a map showing their sponsored lamppost.

Reagan asked if the DDA would be willing to cover the annual rental cost of the two-stall garage adjacent to the Page Building for storage of the watering tractor. Banks commented that perhaps the Arts Commission would consider contributing toward some of the rent for storage space. Discussion followed re: the watering program. Concerns were expressed that the downtown businesses have come to expect the program as it currently exists and that changes or cancelling the program would be perceived negatively. Discussion followed re: possible options.

VIII. Miscellaneous Correspondence: None.

Rogers left meeting at 7:53 a.m.

IX. Board Member Comments: Dahms inquired about extra community events for the downtown.

X. Adjournment: Without objection, meeting adjourned at 7:53 a.m.

Respectfully submitted,

Karen Banks, Recording Secretary