

VILLAGE OF LAKE ODESSA  
DOWNTOWN DEVELOPMENT AUTHORITY

DRAFT

MINUTES

Regular Meeting  
Tuesday, November 9, 2021  
Page Memorial Building  
839 Fourth Avenue  
Lake Odessa, Michigan 48849

PRESENT: Banks, Guthrie, Rogers, McGarry, Danielson, Dahms

ABSENT: Thompson

STAFF: Village Manager Reagan

VISITORS: None

- I. **Call to Order:** Meeting called to order 7:00 am.
- II. **Approval of Agenda:** Motion by Banks, supported by McGarry, to approve agenda with the addition of a discussion of the 2022 DDA meeting dates. All ayes; motion carried, 6-0.
- III. **Public Comment:** None.
- IV. **Approval of Minutes:** Motion by Danielson, supported by Guthrie, to approve the minutes from the September 14, 2021 meeting. All ayes; motion carried, 6-0.
- V. **Finance Report:** Dahms reviewed the finance report. Motion by Banks, supported by McGarry, to approve the finance report as submitted. All ayes; motion carries 6-0.
- VI. **Action/Discussion Items:** None
  - a) **Downtown Flower Pots:** Banks stated that the DPW will be removing summer flowers this week. Banks further stated that the old greenery pots used in years past are in poor condition, according to the DPW. Banks put forth that finding inserts for the existing planters would work but should be limited to four intersections downtown, for a total of 16 pots. Banks stated that a work session to fill the pots with greenery will be held on November 28, 2021 at 4:00 pm at the ambulance building.
  - b) **LED Lights on Park Pavilion:** Motion by Banks, supported by Danielson, to purchase white LED lights to be placed on the park pavilion, in celebration of the holiday season. All ayes; motion carries 6-0.
  - c) **Garland Project:** Banks stated that the garland sponsorship forms are ready and a new deadline of November 29, 2021 will be used for submitting sponsorship forms.
  - d) **Community Entrance Signs:** Reagan went over the merits of having a project like this engineered and placed out for bids, rather than attempting to have DPW perform

the work. The Board discussed engineering this project. Motion by Banks, supported by McGarry, to have Mark Stoor, the Village's engineer, attend the January 2022 DDA meeting. All ayes; motion carried 6-0.

- e) 2022 Meeting Schedule: Motion by Banks, supported by Dahms, to approve the following meeting schedule for 2022 for the DDA: January 11; March 8; May 10; July 12; September 13; November 8. All ayes; motion carries 6-0.

**VII. Beautification Committee**

**VIII. Miscellaneous Correspondence**: None.

**IX. Board Member Comments**

- a) Guthrie would like to see blinking stop signs for downtown four-way stop. Guthrie also wanted to discuss "odd/even parking" for downtown during the winter season.

**X. Adjournment**

Without objection, meeting adjourned at 8:02 a.m.

Respectfully submitted,

Patrick Reagan  
Village Manager/ Village Clerk