

**VILLAGE OF LAKE ODESSA
DOWNTOWN DEVELOPMENT AUTHORITY**

MINUTES

Regular Meeting - Tuesday, November 8, 2022
Page Memorial Building, Lake Odessa MI

PRESENT: Karen Banks, Sue Dahms, Bob Green, Sarah McGarry

ABSENT: Marilyn Danielson, Bill Rogers Darwin Thompson

VISITORS: None

- I. **Call to Order:** Meeting called to order by McGarry at 7:02 a.m.
- II. **Approval of Agenda:** Motion by Banks, support by Dahms, to approve agenda as presented. All ayes; motion carried.
- III. **Public Comment:** None.
- IV. **Approval of Minutes:**
 - a) Minutes from 9/13/22 regular meeting. Motion by McGarry, support by Dahms, to approve. All ayes; motion carried.
- V. **Finance Report:**
 - a) Revenue & Expense report and October 2022 bank statement were reviewed. Current account balance is \$47,403.35 as of 10/31/22. November tax revenue has not yet been received.
 - b) Motion by Dahms, support by McGarry, to approve expenditures totaling \$1,063.50 for period 9/15/22 to present. All ayes; motion carried.
- VI. **Action/Discussion Items:**
 - a) 2022 Garland Program: Banks reported that to date 16 sponsorships have been received. Dahms, Green and McGarry will distribute sponsorship forms at their businesses, and Green will place forms at Carl's Market.
 - b) Community Entrance Sign: No update.
 - c) MDNR SPARK Grant Application Letter of Support: Banks described the SPARK grant program and the project for which the Village plans to seek grant funding (beach improvements). Motion by McGarry, support by Green, to authorize McGarry to sign letter of support from the DDA. All ayes; motion carried.
 - d) Downtown Alleys: Discussion was held regarding who bears responsibility for maintenance of the paved alleys abutting the downtown business district. Consensus was to continue dialogue with the Village and request an analysis of the condition of the different alleys and cost to resurface and/or repair same.

- e) Food Trucks: Banks stated that a local business owner has asked that food trucks be allowed to operate within the village, and explained that the Village's existing peddlers and solicitors ordinance prohibits the operation of food trucks on public property. She stated the Village Council has referred the matter to the DDA for study and recommendation. Discussion followed. Consensus was to develop a survey to gather input from Lake Odessa businesses. A special meeting will be held on Tuesday, December 13, 7:00 a.m. to discuss and develop survey questions.
- f) Chamber of Commerce Christmas Parade: Motion by Dahms, support by McGarry, to approve an amount not to exceed \$200 toward cost of co-sponsoring with the Chamber of Commerce the 2022 Christmas parade. All ayes; motion carried.
- g) 2023-2024 Budget: Motion by Banks, support by Dahms, to table budget discussion until January 2023 meeting. All ayes; motion carried.
- h) 2023 Meeting Schedule: Motion by Banks, support by McGarry, to approve the following meeting schedule for 2023, all meetings to be at 7:00 a.m. at the Page Building:
 - Tuesday, January 10, 2023
 - Tuesday, March 14, 2023
 - Tuesday, May 9, 2023
 - Tuesday, July 11, 2023
 - Tuesday, September 12, 2023
 - Tuesday, November 14, 2023
 All ayes; motion carried.
- i) Public Art project in conjunction with Arts Commission: Banks stated that the Arts Commission is interested in meeting with the DDA to discuss potential public art installation(s), and explained potential grant funding opportunities. Discussion followed. Board members expressed interest in a mural for the DDA district. The matter will be referred back to the Arts Commission to identify potential mural sites, muralists and cost.

VII. Beautification Committee Report: Banks reported that recently the DPW had drained and removed the downtown flower pots. Duwayne Dykhouse (Duwayne's Market) has offered to store the containers at his greenhouse.

VIII. Miscellaneous Correspondence: None

IX. Board Member Comments: None

X. Adjournment: Without objection, meeting adjourned at 8:05 a.m.

Respectfully submitted,

Karen Banks, Acting Recording Secretary