

EVART DOWNTOWN DEVELOPMENT AUTHORITY
Tuesday September 11th, 2018 8:00 AM
Evert DDA Office 127 North River Street

Minutes

The meeting was called to order by Bengry at 8:03 am in the conference room located at 127 North River Street, Evert, Michigan 49631

1. Attendance

Present: Alan Bengry, Lynn Salinas, Molly Cataldo, June Marie Essner,
Shannon Schmidt, Jason O'Dell

Absent: Karen Copeman, Ashlyn Melanson, Zackary Szakacs

2. Introductions of Guests: Sarah Dvoracek, City of Evert, Treasurer and Assistant City Manager

3. Citizen Comments: None

4. Approval of Agenda-agenda was approved without changes.

5. Approval of August 14th, 2018 meeting minutes

Moved by Cataldo, supported by Schmidt approve the August 14th, 2018 minutes

Ayes: 6 Nays: 0 Result: Carried

6. Approval of vendor list

Moved by Cataldo, supported by O'Dell to approve the July vendor list of \$11,325.88

Ayes: 6 Nays: 0 Abstain: Salinas Result: Carried

7. President's Comments-

a Accounting Services Update:

- i Sarah Dvoracek said the transfer of services to the City can move forward. The DDA funds will be held separately from City in their own database.
- ii Director Tiedt to write a letter to City Council requesting the switch so that it can be reflected in the official minutes for audit purposes.
- iii Re: Contract with Kevin Craft CPA – No contract exists that we are aware of. Director Tiedt will draft a letter giving 30-day notice once Council Approval is granted.

b Dairy Property Update:

- i Latest update from LDFA was reported as “moving forward” by Cataldo.
- ii Discussion from board on what next steps should be with the property as it is in the DDA district. At the direction of the board Director Tiedt will

call Bill and have a conversation. Also, Sarah Dvoracek will contact the State Tax Commission to determine what options we have (i.e. rehab area)

8. Director Comments-

- a Yoga – Becky Grummit from Hersey would like to teach yoga a couple of days a week. Looking at Depot as a venue. Sarah Dvoracek to check schedule and get back with Director Tiedt.
- b Gary Kaberle approached Director Tiedt regarding an outside education program, Career Brand, at either EMS or EHS. Per O’Dell, facility use forms are available and he also suggested Sherry Morgan as a resource.
- c Show Me the Money Day – Will pass on this event per the direction of the Board.
- d Received a Thank You from OCCA regarding Bark in the Park.
- e Charlevoix Training attendees update.
- f MMS approached Evert about hosting 7/25/19 event. Board was in favor of this.
- g Conf Table located at old Dollar Store needs moved per Melora Theunick, LDFA Director. Cataldo offered to purchase. Schmidt, who is the one moving into the building, said there was not rush to move it.
- h Past Due rental payments – should we pursue? Not at this time, per the direction of the Board.
- i Sound System Grant – Bengry did final paperwork – will forward email to Director Tiedt.
- j MMS Contract – Director Tiedt will forward to Board. Requested that we all read and review.
- k Farmer’s Market update given by Essner -Sales to date \$19,670, Customer total to date 4579.

9. Old Business

- a MMS:
 - i Upcoming Training dates: 9/18 6:00 – 8:00 PM, 9/19 8:30 – 10:30 @ Depot
 - ii Pledges to be invoiced in July 2019.
- b Summer concert series:
 - i Donation update included in packet
- c OCCF grant - Bengry to review before submission.
- d MCACA Grant – submitted.
- e Building Sale – Director Tiedt presented two proposals. One from Real Estate One and the other, Rockgate Realty.

Moved by Essner, supported by Cataldo to accept the proposal from Rockgate Realty with Board recommended list price of \$79,000.

Ayes: 6 Nays: 0 Result: Carried

e. A&Z Sale and Service Façade Request – closed and funded.

f. National Mail Street Membership – We are now members.

10. New Business: None

11. Adjournment of meeting at 9:48 AM

Moved by Cataldo, supported by Salinas that the meeting be adjourned

Ayes: 7 Nays: 0 Result: Carried