



EVART DOWNTOWN DEVELOPMENT AUTHORITY

Tuesday, May 14th, 2019 8:00 AM

Evart DDA/MMS Office 127 North River Street



Minutes

1. The meeting was called to order by Bengry at 8:05 am in the conference room located at 127 North River Street, Evart, Michigan 49631
2. Attendance:  
  
Present: Alan Bengry, Lynn Salinas, Molly Cataldo, June Marie Essner, Karen Copeman, Shannon Schmidt, Sarah Dvoracek  
Absent: Jason O'Dell
3. Introduction of Guests: Jon Nailor
4. Citizen's Comments: Jon Nailor commented that he was concerned about the vacancies on Main Street and was interested to know more about the DDA and MMS.
5. Approval of Agenda: The agenda was approved as presented.
6. Approval of April 9th, 2019 meeting minutes:
7. Moved by Salinas, supported by Essner that the April 9th, 2019 minutes be approved with one spelling correction.  
Ayes: 7    Nays: 0    Result: Carried
8. Approval of Vendor List for the month of April 2019 in the amount of \$12,473.87.  
Discussion: Regarding federal tax payments listed for April. City Manager, Sarah Dvoracek, to seek clarification.  
  
Moved by Essner, supported by Schmidt that the Vendor's List for the month of April 2019 in the amount of \$12,473.87 be approved.  
Ayes: 7    Nays: 0    Result: Carried
9. Approval of DDA/MMS Monthly Report  
  
Moved by Cataldo, supported by Copeman that the April 2019 Monthly Report be approved.  
Ayes: 7    Nays: 0    Result: Carried
10. President's Comments: None
11. Director's comments:
  - a. Orientation Package
  - b. Small Town Rural Develop conference debrief
  - c. Will be out of the office May 29th
  - d. Dr. and Mrs. Kane have their building on Main Street for sale
  - e. Properties owned by DDA
12. Michigan Main Street
  - a. Upcoming Meeting dates: June 3 & 4 Quarterly Training, June 17th Community Walk-Thru
  - b. Pledge Invoices
  - c. Fundraising
  - d. Strategy Review: board discussed identified Strategies and next steps. Items will be presented to appropriate committees with direction from the Board on top priorities.

### 13. Old Business

- a. Director's Contract – City Manager Dvoracek reported that no changes have been made, but it will be prepared by our June meeting.
- b. Re-Zoning of C1 to restrict recreational sale of marijuana: City of Ewart City Council Opted-Out. DDA/MMS Board would like to see re-zoning of the C1 to restrict recreational sale of marijuana. Board Members to attend the next Planning Commission Meeting on May 20<sup>th</sup>.
- c. Opportunity Zone Prospectus – will be completed next week
- d. Christmas Decorations – contract has been signed with existing provider – 3-year contract.

### 14. New Business

- a. Redevelopment Ready Community – in process
- b. Commitment Letters – Director Tiedt received signed letters from all Board Members that were present at the meeting. Still in need of O'Dell's signed letter.
- c. Code of Ethics document handed out and signed by all Board Members present at the meeting. Still in need of O'Dell's signed document.
- d. Confidentiality Policy

Moved by Dvoracek, supported by Cataldo that the Confidentiality Policy be adopted by the DDA/MMS Board on May 14<sup>th</sup>, 2019.

Ayes: 6 (Copeman left meeting at 9:47)

Nays: 0

Result: Carried

- e. Director's Performance Review

Moved by Cataldo supported by Essner that Board enter Closed Session at 9:52 AM.

Role Call: Bengry – Yes, Salinas – Yes, Cataldo – Yes, Essner – Yes, Schmidt – Yes, Dvoracek – Yes

Moved by Salinas supported by Essner that Board exit Closed Session at 10:14 AM.

Role Call: Bengry – Yes, Salinas – Yes, Cataldo – Yes, Essner – Yes, Schmidt – Yes, Dvoracek – Yes

### 15. Adjournment

Moved by Dvoracek, supported by Cataldo that the meeting be adjourned at 10:15 AM.

Ayes: 6

Nays: 0

Result: Carried