

Regular Meeting of the Gaylord Downtown Development Authority, November 1, 2016, Council Chambers.

Chairman McNamara called the meeting to order at 7:35 a.m.

Members Present: Burns, Burt, Church, Hofweber, McNamara, Platte, Reynolds and Shafto.

Members Excused: Jenkins

Others Present: City Manager Duff, City Clerk Awrey, City Human Resources Manager Franckowiak, DPW Superintendent Tholl, and Farmer's Market Manager Noirot

Minutes: Motion by Platte, support by Reynolds, to approve minutes of the October 4, 2016 regular meeting. Motion approved unanimously.

Correspondence: The board acknowledged the correspondences received.

Financial Report: Reynolds presented the financials.

Payment of Bills: Motion by Hofweber, support by Burt to pay the bills for the Chamber of Commerce and Bronner's Commercial Display as submitted. Motion approved unanimously. The bill received from Alpine Web in regards to shopdowntown.com website will be addressed at the next DMA meeting with further review by the DDA at the December board meeting.

Personnel/Policy Committee: McNamara informed the board that Korona was no longer interested in cleaning the DDA bathroom. Burt said he will look into a new cleaner for the DDA bathroom.

Marketing Committee: Shafto gave a report on the upcoming Downtown events the Downtown Merchants Association are having.

Special Events: Pavilion Event Request: Santa Parade. Motion by Reynolds, Support by Hofweber to approve the pavilion request by Katie Buckler for the Santa Parade on December 3, 2016. Motion approved unanimously.

Farmers Market Manager Report: Noirot reminded the board that the winter market begins on Saturday at the Otsego County Sportsplex. She also presented a proposal to update the signs for the Winter Farmer's Market with its new location, which the board agreed was acceptable. Noirot also informed the board of the Otsego County Tourism's Bureaus generous offer of funds to be earmarked for marketing of the Farmer's Market. Michelle agreed to talk with Pam with the Bureau in regards to receiving a formal letter regarding this contribution. McNamara requested that the DDA attend the next Farmers Market Advisory Committee meeting on Wednesday, November 30, 2016 8:00 to review and update the Rules and Regulations as needed.

City Manager's Report: Duff informed the board that Council approved the request to have New Year's Eve under the pavilion. He also updated the board on several projects within the City.

City Police Chief: No report.

DPW: Tholl informed the board that the DDA bathroom would be shutting down today. He also reported that the six foot wreaths have been ordered from the Boy Scouts of America.

New Business: None

Old Business: None.

Public Comment by Citizens: The following vendors were in attendance at the meeting to discuss the Farmer's Market. Present were: Charlotte Rovenko; Erica Hopp, Rolling R Farm, LLC; John Stephens, Stephen's Bird & Bees; Melinda Neff; Stacy Jo, Home Comfort Farms; Sue Nowak; Teresa Splan, Lock, Stock & Barrel; and Bonnie Flynn, Flynn Orchards. John Stevens, Theresa Splan and Bonnie Flynn all addressed the board regarding their applications to the Winter Market being denied. Michelle stated that the denials were due to inappropriate conduct by the vendors towards the City and DDA. Erica Hopp questioned the authority of the Farmer's Market Manager and threatened legal action due to the denial of several applications. After a lengthy discussion Burt recommended that the Board review the rules and regulations of the advisory committee and update as necessary. The board agreed.

Next Regular Meeting: The next meeting is Tuesday, December 6, 2016 in the Council Chambers.

Motion by Reynolds, support by Burt, to adjourn the meeting. Meeting Adjourned: 8:45 a.m.

Respectfully submitted, Holly Franckowiak