

Regular Meeting of the Gaylord Downtown Development Authority, October 3, 2017, Council Chambers.

McNamara called the meeting to order at 7:32 am.

**Members Present:** Bischof, Burns, Church, Hofweber, Jenkins, Korona, McNamara, Reynolds and Platte.

**Members Excused:** Shafto

**City Staff Present:** City Clerk Awrey, Human Resources Manager Franckowiak, Police Chief McVannel and DPW Superintendent Tholl.

**Minutes:** Motion by Reynolds, support by Platte to approve minutes of the September 5, 2017 regular meeting. Motion approved unanimously.

**Correspondence:** The board reviewed the correspondence received.

**Financial Report:** Reynolds presented the financials.

**Payment of Bills:** None.

**Personnel/Policy Committee:** No report.

**Marketing Committee:** Korona updated the board on some recent and upcoming DMA events.

**Pavilion Requests/Special Events:**

- Friends for Life, Inc. Dog-O-Ween: Motion by Platte, support by Reynolds to approve the use of the pavilion on October 21, 2017. Motion approved unanimously.

**City Manager's Report:** No report.

**City Police Chief:** Chief McVannel reported on recent activity in the City. He informed the board that C.E.R.T. will be available to assist with Halloween in downtown Gaylord. Trick or treating will run from 5:30-7:30 pm.

**DPW:** Superintendent Tholl requested board approval to make improvements to the pavilion/downtown sound system. Motion by Hofweber, support by Burns to approve the upgrade of the pavilion/downtown sound system at a cost not to exceed \$5,000. Motion approved unanimously.

**New Business:**

- McNamara presented a DDA Board Member application from Rachel Frisch, Otsego County Administrator. Motion by Bischof, support by Church to recommend Council approval of Frisch's application. Motion approved unanimously.
- Ron Pierson, Christmas Décor of Northwest Michigan addressed the board about Christmas decorations downtown. After a brief discussion, Korona requested that Mr. Pierson attend the next DMA meeting to further discuss decorating options available. Mr. Pierson will provide cost estimates and decoration options at the next DDA meeting.

**Old Business:** Burns, Church and Hofweber have agreed to a second term as a DDA Board Member. Their request will be presented to City Council for their approval.

**Public Comment by Citizens:** None.

**Next Meeting:** The next meeting is Tuesday, November 7, 2017 at 7:30 a.m.

Motion by Jenkins, support by Burns to adjourn the meeting. Meeting Adjourned: 8:20 a.m.

Respectfully submitted,  
Holly Franckowiak