

Regular Meeting of the Gaylord Downtown Development Authority, February 6, 2018, Council Chambers.

Reynolds called the meeting to order at 8:14 am.

**Members Present:** Bischof, Burns, Church, Reynolds, Platte and Shafto.

**Members Excused:** Frisch, Hofweber, Jenkins, Korona and McNamara

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

**Minutes:** Motion by Platte, support by Church to approve minutes of the January 16, 2018 regular meeting. Motion approved unanimously.

**Correspondence:** None.

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

**Payment of Bills:** None.

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

**Marketing Committee:** No report.

**Pavilion Requests/Special Events:**

- Michigan DNR 09/08/18. Motion by Church, support by Shafto to approve the pavilion request, to waive the fees for the pavilion rental and discount the fees for the stage and additional picnic tables by 50%. Motion approved unanimously.

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

**City Police Chief:** No report.

**DPW:** Tholl requested that the DDA remind their tenants to park their vehicles in the correct permitted parking areas and to clean up after their pets. Tholl informed the board that he spoke with the Farmer's Association chair regarding purchasing a storage unit for their supplies in the DDA bathroom storage closet.

**Old Business:**

- Mr. Udell of the Crafty Mitten updated the board on their new business. He request the support of the DDA for him to proceed with the application for a liquor license. Motion by Platte, support by Church to support the Crafty Mitten proceeding with their liquor license request and offer their recommendation of support to City Council. Motion approved unanimously.
- Farmer's Market Cooperative. The board discussed the lease renewal for the Farmer's Market Cooperative for the 2018 season. The DDA board requested that the Section 13 of the License for Use of Pavilion agreement be amended to read "...on the first four (4) occasions each year...". The board also reviewed the trademark license agreement. Motion by Shafto, support by Burns to approve the Trademar License Agreement as presented. Motion approved unanimously.

**Public Comment by Citizens:** None.

**Next Meeting:** March 6, 2018 8:00 am, Council Chambers.

Motion by Platte, support by Church to adjourn the meeting. Motion approved unanimously. Meeting Adjourned: 8:43 am.

Respectfully submitted,

Holly Franckowiak