

## **Downtown Development Authority**

### **Meeting Agenda**

#### **Upstairs Classroom**

*Wednesday, November 3, 2021 –8:00am*

Gaylord City Hall  
305 E. Main Street  
Gaylord, Michigan 49735

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1. Attendance
2. Corrections, Deletions or Amendments to the Agenda
3. Approval of minutes
4. Correspondence
5. Finance Committee, Financial Reports
  - a. Capital Improvement Plan
  - b. Local Community Stabilization Authority Distribution
6. Approval of Bills
  - a. DDA: Social District Signs, Casey Buckleitner: \$422.20
  - b. DDA: Johnston's Landscaping \$850.00
  - c. DMA: DMA Bucks, Downtown Map, Signs for Witchin Night: \$900.00
7. Personnel-Policy Committee Report
8. Marketing Committee Report
  - a. Digital Marketing Grant –Otsego Community Foundation
9. Otsego County Administrator Report
10. Social District Committee
11. Sign Committee
  - a. Update to the "Welcome to Gaylord" sign project.
12. Special Events/Pavilion Requests
  - a. Farmer's Market Request for Pavilion Sides: November 24<sup>th</sup>, 2021
13. City Managers Report
14. City of Gaylord Police Chief
15. DPW Superintendent
16. New Business
  - a. Jacqueline from Porter Haus (3885 Old Hwy 27 S): Request to Use New Year's Eve Ball
  - b. Ice Tree
  - c. Mike Burzynski: Farmer's Market Proposal
17. Old Business
18. Public Comment by Citizens
19. Next Meeting Date: December 7, 2021 8:00 a.m. Council Chambers
20. Adjournment

#### *DDA Board Members:*

*Chair Robert McNamara, Vice Chair Phil Hofweber, Treasurer Kevin Reynolds, Mayor Bill Wishart*

*Directors: Casey Buckleitner, Jeni Burns, Linda Durant, Rachel Frisch, Gary Kosch, and Eileen Tussey*