

**Downtown Development Authority**  
**Meeting Agenda**  
**Council Chambers**  
*Tuesday, December 7, 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
6. Approval of Bills
  - a. DDA: Bronner’s Commercial Display: \$682.77
  - b. DDA: Ice Melter: \$3822.00
  - c. DDA: Gaylord Area Chamber of Commerce Annual Membership: \$140.00
  - d. DMA: DMA Bucks: \$1150.00
7. Personnel-Policy Committee Report
8. Marketing Committee Report
  - a. Digital Marketing Grant –Otsego Community Foundation
9. Otsego County Administrator Report
10. Special Events/Pavilion Requests
  - a. Mike Burzynski: Request to use Pavilion for Farmer’s Market
11. City Managers Report
12. City of Gaylord Police Chief
13. DPW Superintendent
14. New Business
  - a. Ice Tree
  - b. C2AE Pavilion Electrical Upgrade
  - c. Extension of Terms, Hofweber and Burns
15. Old Business
  - a. Mike Burzynski: Farmer’s Market Proposal
  - b. Gaylord Farmer’s Association: Farmer’s Market Proposal
16. Public Comment by Citizens
17. Next Meeting Date: **January 18, 2022 Annual Meeting 6:00p.m.** Council Chambers
18. 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*