

McNamara called the regular meeting of the Gaylord Downtown Development Authority to order at 8:00am on Tuesday, December 13, 2022 in the Council Chambers located in the Gaylord City Hall, 305 East Main Street, Gaylord, Michigan.

Members Present: Buckleitner, Steinbrecher, McNamara, Kosch, Muellenberg, Barresi, Sharrard, and Reynolds

Members Excused: Tussey and Durant

City Staff Present: City Manager Awrey, DPW Superintendent Zielinski, Chief of Police Claeys, City Treasurer Hewitt, and Assistant City Manager/Recording Secretary Peters

Motion by Steinbrecher support by Buckleitner to dispense with the reading of the minutes from the November 8, 2022 meeting and accept them as presented. Ayes: Unanimous. Motion carried.

Motion by Muellenberg, support by Steinbrecher to approve the bills for:

DDA		
Renegade Creative	Website Management (Digital Marketing Grant)	\$41.50
Bronners	Lights, LED, 25 Pack	\$621.34
City of Gaylord	Bike Officer - 3 months	\$15,000.00
Royce Rolls Ringer Company	DDA Bathrooms Supplies	\$208.18
Mitten Timber Tree Service	Tree Removal/Disposal, Stump Grinding	\$1,590.00
Gaylord Feed & Grain	Ice Melter 50lb bag	\$3,087.00
Gaylord Area Chamber of Commerce	Annual Membership 2023	\$140.00
Casey Buckleitner	Reimbursement - Digital Ads: Black Friday (Digital Marketing Grant)	\$99.93
Casey Buckleitner	Reimbursement - Digital Ads: Witchin Night Out & Sidewalk Sales (Digital Marketing Grant)	\$82.99
DMA		
Pay to	Description	Amount
DMA Reimbursement	DMA Bucks	\$350.00
Stacey Rosen Reimbursement	Christmas Carolers	\$400.00
Image Factory	Downtown Gaylord Maps	\$891.00

Ayes: Unanimous. Motion carried.

Motion by Reynolds, support by Sharrard to approve the Pavilion Reservation Request for Alpenfrost to rent the Pavilion on February 18th, 2023 as presented, and to lower the Pavilion's sides for them at no cost. Ayes: Unanimous. Motion carried.

New Business

Motion by Buckleitner, support by Muellenberg to keep the website hosting for the Downtown Gaylord Website with Renegade Creative, but to change the invoicing from monthly to annual. Ayes: Unanimous. Motion carried.

Motion by Reynolds, support by Steinbrecher, to accept the estimate from Bulldog Painting for the DDA Bathrooms Painting job in the amount of \$2,850.00. Ayes: Unanimous. Motion carried.

Old Business

At this time Buckleitner excused himself from the meeting.

Stephanie Fahler, on behalf of the Gaylord Farmer's Cooperative, requested to run a farmer's market under the pavilion for the 2023 season, and answered questions asked by the DDA directors in regards to her proposed farmer's market.

Bill Holowinski gave his remarks in regards to his history of farming in Otsego County, the difficulties farmers face, and his opinions of the current farmers market.

Mike Burzynski addressed the DDA board and requested renewal of his pavilion lease agreement which would allow him to run his Pavilion Market under the Pavilion for the 2023 farmers market.

Travis Hewitt asked the DDA board to consider what makes a good tenant.

Brenda Carol gave her remarks in regards to the farmers market, as her participation began about halfway through the 2022 summer season. She came in to help her mother and witnessed bickering. Suggested the DDA come up with an agreement with people who want to give away free food. She stated it hurts farmers around the corner when people give away food for free.

Filomena Vitiglio gave remarks about the farmers market.

Kelley Lang gave remarks about the farmers market. Stated she wants to vend at the market regardless of who runs it, but the 2022 season was the best year for her at the market and she liked the booth space Mike made available to her.

Melinda Neff gave her remarks about the farmers market.

Motion by Steinbrecher, support by Kosch to renew the Pavilion Lease Agreement with Mike Burzynski of the Pavilion Market for the 2023 market season. Ayes: Unanimous. Motion carried.

City of Gaylord Treasurer Travis Hewitt address the DDA board and provided an update in regards to moving the DDA's funds from Fifth Third Bank to Horizon Bank and let the DDA board know the move was complete. Hewitt also presented the DDA with the option of investing funds into a CD with Horizon. Motion was made by Sharrard, with support by Reynolds, for City Treasurer Hewitt and DDA Treasurer Reynolds to coordinate the investment of DDA funds into a 30 day CD. Ayes: Unanimous. Motion carried.

There being no further business for discussion, motion by Muellenberg, with support by Reynolds to adjourn.

Meeting adjourned at 9:12am.

Respectfully submitted,

Erika Peters
Recording Secretary