

McNamara called the regular meeting of the Gaylord Downtown Development Authority to order at 8:01am on Tuesday, February 7, 2023 in the Council Chambers located in the Gaylord City Hall, 305 East Main Street, Gaylord, Michigan.

Members Present: Buckleitner, Durant, McNamara, Tussey, Kosch, Muellenberg, Barresi, and Sharrard.

Members Excused: Reynolds and Steinbrecher

City Staff Present: City Manager Awrey, Gaylord Police Department Chief Claeyes, DPW Superintendent Zielinski, and Assistant City Manager Peters

Addition to the Agenda: Pavilion Reservation Request, Downtown Gaylord Concert Series.

Motion by Muellenberg, support by Kosch to dispense with the reading of the minutes from the December 13, 2022 meeting and accept them as presented. Ayes: Unanimous. Motion carried.

Motion by Tussey, support by Muellenberg to dispense with the reading of the minutes from the January 17, 2023 regular meeting and accept them as presented. Aye: Unanimous. Motion carried.

Motion by Buckleitner, support by Tussey to dispense with the reading of the minutes from the Annual Meeting on January 11, 2022 and accept them as presented. Ayes: Unanimous. Motion carried.

Motion by Tussey, support by Sharrard to approve the DDA bills as follows:

Renegade Creative	Annual Website Management Services for 2023 ( <i>Digital Marketing Grant</i> )	\$480.00
Otsego County	Snow Removal	\$1,920.00
Printing Systems, Inc.	Deposit Books DDA TIF Account	\$88.55
City of Gaylord	Half of DDA Maintenance	\$1,098.40
City of Gaylord	Clear up "Due to" City	\$9,251.96
Chamber of Commerce	DDA "Business After Hours" Sponsorship	\$300.00

Ayes: Unanimous. Motion Carried.

Motion by Durant, support by Tussey to approve the Pavilion Reservation Request for the DDA/DMA Business after hours event on May 10, 2023. Ayes: Unanimous. Motion carried.

Motion by Durant, support by Buckleitner to approve the Pavilion Reservation Request for the Gaylord Antiques & Collectibles Show on August 26, 2023. Ayes: Unanimous. Motion carried.

Motion by Muellenber, support by Tussey to approve the Pavilion Reservation Request for the 2023 Alpenfest Festival. Ayes: Unanimous. Motion carried.

The DDA also listened to the changes Alpenfest Chairman Ken Mattei presented, including extending the festival on N. Court Street, closing the streets earlier, and serving alcohol. The DDA took no issues with the changes.

Motion by Durant, support by Buckleitner to approve the Pavilion Reservation Request for the Downtown Summer Concert Series. Ayes: Unanimous. Motion carried.

Motion by Kosch, support by Durant to approve the 2023 DDA Director Slate as follows:

Robert McNamara	2020-2023 (2 <sup>nd</sup> Term)
Kevin Reynolds	2020-2023 (2 <sup>nd</sup> Term)
Eileen Tussey	2020-2023 (1 <sup>st</sup> Term)

Casey Buckleitner	2021-2024 (1 <sup>st</sup> Term)
Gary Kosch	2021-2024 (1 <sup>st</sup> Term)

Linda Durant	2023-2026 (1 <sup>st</sup> Term)
Matt Barresi	2023-2026 (1 <sup>st</sup> Term)

Kat Steinbrecher	2022-2024 (Fill-in Term)
Angielena Muellenberg	2022-2024 (Fill-in Term)

Todd Sharrard, Mayor

Ayes: Unanimous. Motion carried.

Motion by Tussey, support by Durant to approve the 2023 Officer Slate as follows:

Chair	Robert McNamara: 2020-2023 (2 <sup>nd</sup> Term)
Vice Chair	Eileen Tussey: 2020-2023 (1 <sup>st</sup> Term)
Treasurer	Kevin Reynolds: 2020-2023 (2 <sup>nd</sup> Term)
Secretary	Linda Durant: 2023-2026 (1 <sup>st</sup> Term)

Ayes: Unanimous Motion carried.

Motion by Tussey, support by Kosch to set the 2023 meeting schedule. Ayes: Unanimous. Motion carried.

Downtown business owner Cole Muzyl presented to the DDA, seeking the establishment of a Commerical Rehabilitation Zone from 104 W. Main Street to 130 W. Main Street, for the purpose of allowing the business owners in the district to seek grant funding from the state to make improvements to their buildings. Muzyl discussed his goals and the upgrades needed for the properties, utilities, and alleyways at this location.

Motion by Buckleitner, support by Kosch to support Cole Muzyl's request for the designation of a Commercial Rehabilitation District for the properties located at 104 W. Main Street through 130 W. Main Street. Ayes: Unanimous. Motion carried.

City Treasurer Travis Hewitt gave the DDA an update on their CD investment at Horizon Bank.

There being no further business for discussion, motion by Tussey, support by Kosch to adjourn.

Meeting adjourned at 9:25am.

Respectfully submitted,  
Erika Peters