

McNamara called the regular meeting of the Gaylord Downtown Development Authority to order at 7:58am on Tuesday, May 2, 2023, in the Council Chambers located in the Gaylord City Hall, 305 East Main Street, Gaylord, MI 49735.

Members Present: Buckleitner, Steinbrecher, Durant, Reynolds, Tussey, McNamara, Kosch, Muellenberg, Catt, Muzyl, and Barresi

Members Excused: Sharrard

City Staff Present: City Manager Awrey, Police Chief Claeys, DPW Superintendent Zielinski, and Assistant City Manager/HR Manager Peters.

Motion by Reynolds, support by Kosch to dispense with the reading of the minutes from the April 4, 2023, meeting and accept them as presented. Ayes: Unanimous. Motion carried.

After an Alpenfest update from Alpenfest Chairman Ken Mattei, the board discussed the Pavilion Reservation Request for Alpenfest. Motion by Steinbrecher, support by Buckleitner to approve Gaylord Alpenfest’s Pavilion Reservation Request for Saturday, July 8, 2023, as presented. Ayes: Unanimous. Motion carried.

Motion by Reynolds, support by Tussey to approve the bills in the following amounts:

DDA		
Pay to	Description	Amount
Bulldog Painting	DDA Bathrooms Painting	\$2,850.00
Michigan Downtown Association	Linda Durant Conference Registration MDA Summer Workshop	\$150.00
Holiday Inn Express	Hotel Registration, Durant MDA Summer Workshop	\$109.00
Michigan Downtown Association	Downtown Management Training Webinar Series	\$25.00
Total		\$3,134.00
DMA		
Pay to	Description	Amount
Casey Buckleitner	Christmas Stroll Expense	\$130.49
Gaylord Area Council for the Arts	Strolling into Summer	\$250.00
Total		\$380.49

Ayes: Unanimous. Motion carried.

Motion by Reynolds, support by Kosch to approve the Pavilion Reservation Request for the VFW Post Memorial Day event on Monday, May 29, 2023 as presented. Ayes: Unanimous. Motion carried.

Motion by Tussey, support by Durant to approve the Otsego County United Way Pavilion Reservation Request for their Annual Day of Caring on Friday, September 8, 2023, as presented. Ayes: Unanimous. Motion carried.

Motion by Steinbrecher, support by Kosch to approve the Gaylord Community Orchestra Pavilion Reservation Request for Saturday, July 29, 2023 as presented. Ayes: Unanimous. Motion carried.

Craig Patterson, Senior Vice President of Woda Cooper Companies, address the DDA board regarding his company's proposed site plan for low-moderate housing units, and requested the DDA's support as the site is in the DDA District and he will be requesting a Payment in Lieu of Taxes (PILOT) which will impact the DDA.

Motion by Buckleitner, support by Reynolds, to support the PILOT request for the proposed development as presented from Woda Cooper Companies.

Ayes: Steinbrecher, Durant, Tussey, McNamara, Kosch, Muellenberg, Muzyl, and Barresi.

Obstained: Catt.

Motion carried.

Motion by Steinbrecher, support by Buckleitner to adopt the Downtown Development Authority Policy & Procedure for Board Member Appointments and New Board Member Orientation as presented.

Ayes: Durant, Reynolds, Tussey, McNamara, Kosch, Muellenberg, Catt, and Barresi.

Nay: Muzyl.

Motion carried.

The DDA tabled the Snowflake discussion until they can view the finished proposed fabricated snowflake from Gaylord Machine and Fabrication.

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

Meeting adjourned at 9:09am.

Respectfully submitted,

Erika Peters