

April 2, 2024
DDA Minutes

Chair Tussey called the regular meeting of the Gaylord DDA to order at 8:00am on Tuesday, April 2, 2024. The meeting was held in the Council Chambers located at Gaylord City Hall, 305 E. Main Street, Gaylord, MI 49735.

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

Members Absent: Lancaster, Kosch and Sharrard

Motion by Muellenberg, supported by Durant to excuse Lancaster.

Ayes: Unanimous Motion Carried

Motion by Catt, supported by Muellenberg to excuse Kosch.

Ayes: Unanimous Motion Carried

Motion by McNamara supported by Barresi to excuse Sharrard.

Ayes: Unanimous Motion Carried

City Staff Present: City Manager Awrey, City Treasurer Hewitt, DPW Superintendent Zielinski, Chief of Police Claeys, CEDAM Fellow Tyler Pischel.

Corrections, Deletions or Amendments to the Agenda: None

Motion by Muellenberg, supported by Durant to approve the minutes from the March 5, 2024 meeting.

Ayes: Unanimous Motion Carried

Capital Improvement Plan: Muzyl gave a report on the recommended Capital Improvement Plan. A rough budget has been set. Projects of focus are as follows: replacement of contactors for street lighting, pavilion electric upgrade, wayfinding signs project, DDA sidewalks and DDA director with an estimated amount/cost of \$275,500.00.

Motion by Muellenberg, supported by Catt to approve the following bills for the DDA in the amount of \$1,061.50:

Vendor	Description	Amount
Otsego County	Work Camp Billing	\$1,020.00
Renegade Creative	Website	\$41.50

Ayes: Unanimous Motion Carried

Personnel-Policy Committee Report:

A meeting date has not yet been set.

Motion by Muellenberg, supported by McNamara to approve the Janitorial Services Agreement with KimPro commencing on May 1, 2024 through December 9, 2024.

Ayes: Unanimous. Motion Carried.

Marketing Committee Report: Buckleitner reported that the downtown Easter Egg Hop was a success.

Michigan Main Street: CEDAM Fellow Tyler Pischel reported that we have been accepted in the Engaged Level. He will set up a meeting with Leigh to talk about the next steps and to finish scorecards. Buckleitner, Durant and Catt will attend the meeting along with Erika Peters and Tyler Pischel.

Pavilion Reservation Requests:

Motion by Catt, supported by Durant to approve the following requests:

VFW Memorial Day Parade, Monday May 27th, 2024 10am-12:15pm

United Way Annual Day of Caring: September 6th, 2024 7:30am-2:00pm

Ayes: Unanimous. Motion Carried.

New Business

Motion by Barresi, supported by Durant to support the request/recommendation for a DDA Liquor License from “Blue Moose” a comfort food restaurant that will serve lunch and dinner. The restaurant/bar is going in where the former Mary’s Stein Haus was located. The approved request/recommendation with a stipulation that the liquor license is not tied to Mary’s Stein Haus will be presented to City Council for their consideration/approval.

Ayes: Unanimous. Motion Carried.

Old Business

Motion by Muellenberg, supported by Durant to commit \$5000.00 toward the estimate presented by ElectriKlee, LLC for the new panel and wiring for electricity at the pavilion. Alpenfest will be responsible for the remaining amount quoted.

Public Comment by Citizens

Lisa Marie Tobin from the Area Council for the Arts informed the board that things are moving forward with Art in the Alley. She will be back to a future meeting to request approval for the murals. She also stated they will be submitting a letter of intent for a grant from Consumers.

The next DDA meeting is scheduled for May 14, 2024 with a 7:45am information meeting prior to in the Council. Chambers.

Motion by Muellenberg, supported by McNamara to adjourn the meeting at 9:07am

Ayes: Unanimous. Motion Carried.

Respectfully submitted:

Jen Molski