

**CITY OF MONTROSE  
DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING MINUTES June 28, 2016**

**CALL TO ORDER**

Chairman Steve Gold called the special City of Montrose Downtown Development Authority meeting to order at 7:30 a.m. at the Montrose City offices Building, 141 Parkway Drive, Montrose 48457.

**ROLL CALL**

Board members recorded as present were: Chairman Steve Gold, Eldon Dunklee, Wayne White, Kathleen Swart, Frank Crosby, Roxanne DeLaCruz, Mark Emmendorfer and Mayor Colleen Brown. Also present City Manager Neil Rankin. John Newcomer, Carrie Rhyndesss, Glenn Powell and Sharon Perkins were recorded as absent.

**PLEDGE OF ALLEGIANCE:** The pledge of allegiance was recited.

**CITIZENS COMMENTS:** NONE

**APPROVAL OF DDA BOARD MEETING MINUTES**

*1. 06/02/15 MEETING MINUTES*

- **MOTION** by Crosby **SECOND** White to approve the June 2, 2015 meeting minutes as presented. All Ayes. Motion Carried.

**FINANCIAL REPORTS AS OF MAY 31, 2016**

Rankin read aloud the financial balance statements for each category. Members spoke on capital outlay, taxable value for capture, the façade improvement program, current bond debt and Fundbalance. Members asked Rankin to start discussing the proposed 2016/2017 Fiscal Year Budget. Rankin conveyed to the members that they need to decide what priorities are for the upcoming fiscal years and how they can contain costs and or generate additional revenue. Members discussed snow removal costs, DDA dumpsters and the façade program.

**COMMUNICATIONS TO THE DDA BOARD:** NONE

**UNFINISHED BUSINESS**

*1. ACTION CONSIDERATION: DDA DUMPSTERS*

Johnson conveyed that in September of 2014 Republic agreed to provide a 4 yard recycling container downtown at no charge if the DDA approved a contract. Discussion followed about the frequency of services required and associated costs. DDA wanted the City Manager to follow up on costs for the next meeting.

**NEW BUSINESS**

*2. APPROVAL OF 2016/2017 DDA BUDGET*

- **MOTION** by Dunklee **SECOND** Brown to approve the 2016/2017 DDA Fiscal Year Budget as presented. Roll Call Vote. Dunklee- Aye, DeLaCruz-Aye, Emmendorfer-Aye, Crosby-Aye, Brown-Aye, White-Aye, Swart-Aye, Powell-Aye, Gold-Aye. All Ayes. Motion Carried.

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**3. JULY 4<sup>TH</sup> FIREWORKS DONATION**

Chairman Gold asked the members if they wanted to donate again this year and Rankin replied that it is in the 2015/2016 fiscal year budget.

- **MOTION** by Dunklee **SECOND** by Crosby to approve the five hundred dollar and no cents, (\$500.00) donation to the Montrose Patriots for the July 4, 2015 fireworks. Roll Call Vote: Dunklee – Aye, White – Aye, Powell – Aye, Crosby – Aye, Mayor Brown – Aye, Swart-Aye, DeLaCruz-Aye, Emmendorfer-Aye and Chairman Gold – Aye. All Ayes. Motion Carried.

**4. REFURBISH DDA BENCHES AND TRASH RECEPTACLES**

Rankin asked if the DDA would wish to spend \$1,620.00 in the 2016/2017 budget to have the benches and trash receptacles sandblasted and repainted.

- **MOTION** by Brown **SECOND** by White to table this request until finances are available. Roll Call Vote: Dunklee – Aye, White – Aye, Powell – Aye, Crosby – Aye, Mayor Brown – Aye, Swart-Aye, DeLaCruz-Aye, Emmendorfer-Aye and Chairman Gold – Aye. All Ayes. Motion Carried.

**5. SET A DATE FOR FUTURE DDA MEETING**

- **MOTION** by DeLaCruz **SECOND** by White to having a DDA meeting every other month. 2<sup>nd</sup> Tuesday of each even number month at 7:30am beginning with the month of August. Roll Call Vote. Dunklee- Aye, DeLaCruz-Aye, Emmendorfer-Aye, Crosby-Aye, Brown-Aye, White-Aye, Swart-Aye, Powell-Aye, Gold-Aye. All Ayes. Motion Carried.

**6. RESIGNATION AND NEW APPOINTMENT OF DDA CHAIRPERSON**

- **MOTION** by DeLaCruz **SECOND** by Crosby to accept the resignation of Steve Gold and appointment of Kathleen Swart as the DDA Chairperson. Roll Call Vote. Dunklee- Aye, DeLaCruz-Aye, Emmendorfer-Aye, Crosby-Aye, Brown-Aye, White-Aye, Swart-Aye, Powell-Aye, Gold-Aye. All Ayes. Motion Carried.

**EXTENDED CITIZEN COMMENTS:** NONE

**EXTENDED DDA BOARD MEMBER COMMENTS**

Powell discussed the fireworks and that they would be still on minus the lantern sale because of the burning ban in effect.

**ADJOURNMENT:** Chairman Gold adjourned the meeting at 8:48 a.m.

Respectfully submitted,  
Neil Rankin, City Manager