

**CITY OF MONTROSE
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES**

October 11, 2016

CALL TO ORDER: Chairman Kathleen Swart called the City of Montrose Downtown Development Authority meeting to order at 7:36 a.m. at the Montrose City offices building located at 141 Parkway Drive, Montrose 48457.

ROLL CALL: Board members recorded as present were: Chairman Kathleen Swart, Mark Emmendorfer, John Newcomer, Steve Gold, Eldon Dunklee, Colleen Brown, Roxy Dela Cruz, (arrived at 7:34 a.m.). Also present City Manager Neil Rankin.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

CITIZENS COMMENTS: NONE

APPROVAL OF DDA BOARD MEETING MINUTES

08/09/16 MEETING MINUTES

- **MOTION** by Emmendorfer **SECOND** Dunklee to approve the August 9, 2016 meeting minutes. All Ayes. Motion Carried.

FINANCIAL REPORTS: Members spoke on the costs of the Depot and the administrative fee associated with the city providing accounting and administrative services for the DDA.

COMMUNICATIONS TO THE DDA BOARD

1. *REDEVELOPMENT READY COMMUNITIES:* Rankin provided information on the RRC workshop in November.

UNFINISHED BUSINESS

1. *DDA DUMPSTER CONTRACT*

- **MOTION** by Brown **SECOND** by Gold to get pricing on a 4 yard dumpster for the North side of the DDA alley and an 8 yard dumpster for the South side of the DDA alley. All Ayes. Motion Carried.

2. *APPOINTMENT OF DDA SECRETARY*

- **MOTION** by Emmendorfer **SECOND** by Swart to appoint Roxy Delacruz as the DDA Secretary. All Ayes. Motion Carried.

NEW BUSINESS: NONE

EXTENDED CITIZEN COMMENTS: NONE

EXTENDED DDA BOARD MEMBER COMMENTS: Discussion on the upcoming Candlewalk December 3rd, the Depot will be used for the event.

ADJOURNMENT: Kathleen Swart adjourned the meeting at 8:14a.m.

Respectfully submitted, Neil Rankin City Manager