

**CITY OF MONTROSE
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES MAY 10, 2022**

CALL TO ORDER: Chair Deborah Gross called the City of Montrose Downtown Development Authority meeting to order at 7:40 a.m. at the City Offices located at 139 S. Saginaw Street, Montrose.

ROLL CALL: Board members recorded as present were: Deborah Gross, David Sova, Dennis Graham, Eric Reed and Mayor Colleen Brown. Steve Gold, Deborah Strong and Mark Emmendorfer were absent. Also present was City Manager Neil Rankin

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

CITIZEN COMMENTS: NONE

APPROVAL OF DDA BOARD MEETING MINUTES

1. 4/12/22 MEETING MINUTES

- **MOTION** by Sova **SECOND** Graham to approve the April 10, 2022 meeting minutes. All Ayes. Motion Carried.
- **MOTION** by Sova **SECOND** Brown to add item number five under new business to discuss Beautification Advisory Committee. All Ayes. Motion Carried.

FINANCIAL REPORTS: Members spoke on the current finances.

- **MOTION** by Sova **SECOND** Brown to approve the financial reports. Roll call vote Reed-aye, Brown- aye, Sova-aye, Graham-no, Gross-aye. Motion Carried.

COMMUNICATIONS TO THE DDA BOARD: NONE

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1. MDOT ADOPT A LANDSCAPE

- Board discussion on location of plantings, costs, type of flowers along M-57. **MOTION** by Brown **SECOND** Sova to revisit this topic in November or December of 2023. All Ayes. Motion Carried.

2. FAÇADE GRANT IMPROVEMENT

- **MOTION** by Brown **SECOND** Sova to implement a façade improvement program for 2022-2023 and apply to the Jennings Memorial Foundation as they might be interested in helping fund the program. All Ayes. Motion Carried.
- **MOTION** by Brown **SECOND** Sova to add the façade item to the agenda in June to discuss. All Ayes. Motion Carried.

**CITY OF MONTROSE
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES MAY 10, 2022**

3. BUSINESS/DDA SURVEY

- **MOTION** by Sova **SECOND** Brown to conduct business survey on the city's website. Including question "What can the DDA do to help your business" and free form box to add any other questions or comments. All Ayes. Motion Carried.

4. 2022-2023 BUDGET

City Manager discussed a few improvements to the Depot including repairing the sign, updating the landscaping and have the façade improvement an active line item next fiscal year. No action was taken.

5. BEAUTIFICATION ADVISORY COMMITTEE

- **MOTION** by Brown **SECOND** Reed to purchase hanging baskets and poles for downtown light poles not to exceed \$1,000. Roll call vote. Graham-aye, Sova-aye, Reed-aye, Brown-aye, Gross-aye. Motion Carried.

EXTENDED CITIZEN COMMENTS: NONE

EXTENDED DDA BOARD MEMBER COMMENTS: NONE

ADJOURNMENT:

Chair Deborah Gross adjourned the meeting at 8:26 a.m.

Respectfully submitted,
Neil Rankin, City Manager