

CITY OF WHITE CLOUD DOWNTOWN DEVELOPMENT AUTHORITY

12 N. Charles Street White Cloud, MI

Meeting Minutes

October 13, 2016

1. Call Meeting to Order & Roll Call

The Regular Meeting of the White Cloud Downtown Development Authority was held on the above date at the White Cloud City Offices. Chairperson Bob Scarlavai, called the meeting to order at 7:03 P.M.

Present: Vice-Chairperson Gary Anderson, Daniel Abid, Norm Ochs, Don Barnhard, and Ryan Maike

Absent: Ron Sanders, Bill Hamilton, and Jerri Hitts

Also Present: Lora Kalkofen

Public Present: None

2. Set/Amend Agenda

Moved by Barnhard and **Seconded** by Anderson to approve the agenda of October 13, 2016 as presented.

Ayes: All **Nays:** None **Motion Carried**

3. Invocation

4. Pledge of Allegiance

5. Public Comment – Dan Abid gave an update on the Chamber of Commerce. The DDA decided to add Chamber Update as a permanent agenda item.

6. Approval of Minutes

Moved by Barnhard and **Seconded** by Abid to approve the meeting minutes of August 11, 2016 as presented.

Ayes: All **Nays:** None **Motion Carried**

7. Financials

Kalkofen presented the Downtown Development Authority with the expenditures of the DDA. The DDA paid out \$146 to Consumer’s Energy for the electronic sign.

Moved by Abid and **Seconded** by Ochs to receive the financials as presented.

Roll Call Vote:

Ayes:	Scarlavai, Anderson, Abid, Ochs, Sanders, Barnhard, Maike
Nays:	None
Absent:	Sanders, Hitts, Hamilton
Abstained	None

Motion Carried

8. Unfinished Business

a. Flag Pole for Airport

Kalkofen gave an update on the new flagpole the DDA purchased for the airport. A flagpole and a light were ordered. The flagpole has been installed. The light on the flagpole was installed as well, but due to the lighting at the parking lot the light would not light up the flag. The light has now been moved to the flagpole at the City Hall.

9. New Business

a. Business Advertising-Winter

Kalkofen has spoken with Hi-Lites and winter advertising. They are still doing their winter promotion as they did last year.

Moved by Abid and **Seconded** by Barnhard to approve the contribution of \$2500 to the Hi-Lites for multiple business advertising.

Roll Call Vote:

Ayes:	Scarlavai, Anderson, Abid, Ochs, Sanders, Barnhard, Maike
Nays:	None
Absent:	Sanders, Hitts, Hamilton
Abstained	None

Motion Carried

b. Conversion of Streetlights to LED

Hillard Electric is switching the decorative streetlights to LED. The cost of this is approximately \$5,000 and Council has already approved this expenditure.

c. Banners for Street Poles

Kalkofen showed the DDA some examples of banners and banner holders for the City’s light poles. This is something that the DDA has spoken of doing before. Kalkofen thought that this holiday season would be a good time to have these banners up so she has looked more into the holiday banners.

After some discussion the DDA decided that they would like to wait on purchasing banners for the street poles. The thought was that something more generic should be purchased first so that they can remain on the poles for a longer period of time until the future years’ budgets allow the purchase of more options. Kalkofen will do more research on the banners.

The DDA also discussed more holiday lighting at the welcome corner. Kalkofen asked the DDA if they could contribute to the purchase of more lights for this area.

Moved by Ochs and **Seconded** by Anderson to approve the purchase of Christmas lights for welcome corner up to \$500.

Roll Call Vote:

Ayes:	Scarlavai, Anderson, Abid, Ochs, Sanders, Barnhard, Maike
Nays:	None
Absent:	Sanders, Hitts, Hamilton
Abstained	None

Motion Carried

10. Sidewalks & Streets

Barnhard gave an update on the plans for the streets and sidewalks. The Benson street project will be wrapped up in the next few weeks. The sidewalk in front of the airport is going to try to be accomplished by spring of next year. A sidewalk in front of Bentek is also being planned.

11. Airport

a. Consultant Search

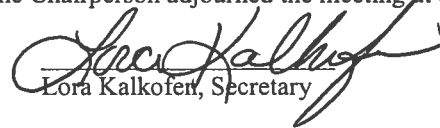
After doing a large project MDOT AERO requests that the City do an Engineer Consultant search. The engineers are normally in place for about 5 years. Currently OMM Engineering is in their third year, but because of the large terminal project MDOT is requesting the search. Kalkofen wants to set up a committee for this project. She needs at least 5 members for this committee. She looked to the DDA for volunteers due to their large contribution to the airport. Gary Anderson volunteered for the committee. The committee will consist of City Manager Kalkofen, one council member, the airport manager and assistant manager as well.

12. Public Comment – None

13. Correspondence – None

14. Adjournment

There being no further business to come before the DDA, the Chairperson adjourned the meeting at 8:10 PM.



Lora Kalkofen, Secretary

Approved: