



**City of Garden City  
DOWNTOWN DEVELOPMENT AUTHORITY  
Board of Trustees**

**REGULAR MEETING MINUTES 01/16/2018**

**A. Call to Order 8:40am**

1) Roll Call

**Members present:** Mayor Randy Walker, Chair John Prosch, Vice Chair Bruce Boland, Secretary John Fleming, Penny Klei, Bob Squires, Laurie Viviano

**Others present:** Director Kimberly Dold, Administrative Assistant Theresa Manuel, Council Member Kelly Kerwin, MaryJo Grand

**Members absent:** (E) John Santeiu, (E) Orin Mazzoni, (E) George Karafotis

2) Approval of Agenda

**Motion to amend the agenda, adding by J Fleming, supported by B Boland Motion passed unanimously**

D. 8) How to add a member to the DDA

**Motion to approve the Agenda by R Walker, supported by J Fleming**

**Motion passed unanimously**

**B. Consent Agenda Items: (motion as a whole)**

1) Approval of Minutes

(a) Regular Board Meeting: October 17, 2017

2) Acceptance of Accounts Payable as listed: To date - January 28, 2018

3) Acceptance of Finance Report as listed for November 2017 & December 2018

**Motion to approve the Consent Agenda by P Klei, supported by J Fleming**

**Motion passed unanimously**

**C. ACTION ITEMS**

1) Maintenance Services Agreement Review suggestions/updates to agreement (if any).

**Motion to add the removal of snow at the four corner bus stop locations by J. Fleming supported by B. Boland**

**Motion passed unanimously**

2) National Mainstreet Convention

**Motion to send two people to the Mainstreet Convention by R Walker, supported by J Fleming**

**Motion passed unanimously**

**D. Information Items**

1) Redevelopment Readiness Community Training Program

2) Capital Improvement Plan Training

3) Goals & Objectives Review

4) Police/Fire/Citizen, etc Joint Event - looking at dates

5) Marketing Task Force - Meeting Jan. 18 at 2:00pm.

6) Plante Moran Audit Report (Yr ended June 30, 2017)

7) 2018 Schedule of Regular DDA Board Meetings

8) How to add a member to the DDA - suggestions can be given, application at city hall, background check, appointed by the Mayor.

**E. Committee Reports**

1) **Promotion Committee**

a) *Lucky Squirrel - working on the DDA calendar of events*

2) **Design Committee**

3) **Maintenance Committee**

a) *'CITY' lettering at Commons Corner/addt broken lettering(pending warmer weather)*

4) **Marketing Committee - Task force meeting on Jan. 18th at 2:00pm.**

**F. Open Discussion/Call to Audience**

R Walker stated 2 candidates for City Manager will be interviewed on Friday, Jan 19 @ Maplewood 6pm.

Additional 3 interviews will take place the following week. Public welcome to attend.

J Fleming would like to look in shelters at the bus stops, noting Ferndale had nice ones.

K Dold invited everyone to the Kiwanis Comedy Night on Feb. 18th at the Golden Feather, tkts \$20 pp.

Kiwanis Pig Race will be held on Sat. April 14th.

Straight Farmhouse & the Home Pantry sent thank you letters for the Chili Cook Off contributions.

Next DDA Trustee Meeting will be held on Tuesday, February 20th at 8:30am.

**G. Meeting Adjourned: 9:40am**