

ORTONVILLE DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

April 19, 2021 – 7:30am

Zoom Video Conference

President McClerren called the meeting to order at 7:33 a.m. She noted the meeting was being held electronically via ZOOM per the State of Emergency Order from the Village of Ortonville President.

Roll call: **Present:** Amori, Brice, Hill, Quisenberry, Wills, McClerren

Absent: Rumball (with notice)

Also Present: DDA Executive Director Matt Jenkins, and 3 members of the public.

Recitation of Mission: by Hill

Consent Agenda:

***Motion** by **Wills** seconded by **Amori** to accept the Consent Agenda as presented.

Roll call vote:

Aye: Wills, Amori, Quisenberry, Brice, Hill, McClerren

Nay: None

Absent: Rumball

Motion carried 6/0

Public Comments:

None

Disbursements:

A. March 2021

***Motion** by **Amori** seconded by **Quisenberry** to approve disbursements and pay bills for March 2021 in the amount of **\$1,482.97**.

Roll call vote:

Aye: Amori, Quisenberry, Wills, Brice, Hill, McClerren

Nay: None

Absent: Rumball

Motion carried 6/0

Board Member Committee Updates:

Hill updated the board on the progress of the Wayfinding committee, stating that they are currently working on images to be used. **Wills** noted that the county consultant was unavailable at the last meeting, but things should get moving again.

Volunteer Monica Phelps updated the board on the progress of the retail challenge, indicating that a timetable has been set and that the challenge should be complete before winter.

Market Manager Candace Ingham updated the board on the progress of the Farmers Market Task Force, and noted that the event plan will be ready to present to the DDA Board at the May 17th regular meeting.

Hill indicated that once the Ladies Night Out event is complete, she will be moving forward with the Plant Swap Stand programming.

Brice stated that the DDA board has a project brief in the consent agenda for both the Community Directory and the Community Calendar and welcomes any feedback or suggestions.

Wills stated that he would update the board during the discussion under item A.

Quisenberry explained that there have been some challenges for her at work, but that she is excited to get started on the mural planning and would like to meet with President McClerren and ED Jenkins to start moving forward.

President McClerren stated that she and ED Jenkins have been working with a company on how to bring about an Online Marketplace and that a grant has been applied for to cover some costs.

Business to Come Before the Board:

A. Revolving Loan Fund

ED Jenkins updated the board on the progress of the loan program which involves opening an account at a financial institution.

Wills stated that they have chosen Oxford Bank as the financial institution to work with.

***Motion** by **Wills** seconded by **Brice** to establish an account with Oxford Bank to administer the DDA Revolving Loan fund with administration to follow as soon as its been thoroughly researched.

Roll call vote:

Aye: Quisenberry, Wills, Brice, Hill, Amori, McClerren

Nay: None

Absent: Rumball

Motion carried 6/0

B. Recognition of Outgoing Board Member

President McClerren noted that Allison Brauer has resigned from the board and read a resolution giving thanks to her for her time and service to the DDA and community.

***Motion by McClerren** seconded by **Wills** to approve the resolution recognizing Allison Brauer and thanking her for her service.

Roll call vote:

Aye: Quisenberry, Brice, Hill, Wills, Amori, McClerren

Nay: None

Absent: Rumball

Motion carried 6/0

***Quisenberry left the meeting at 8:30am.**

Additional Business & Board Member Comments:

Wills asked how far along the light pole banner project is and how it will be paid for. **ED Jenkins** responded that Jayson Rumball will be working on that project and that they have some entities to contact before they can make decisions on locations and how to pay for them.

Hill updated the board on the progress of Ladies Night Out.

President McClerren reminded the board that there are now two vacancies and asked for recommendations on community members who may be interested to be sent directly to her email.

Adjournment

***Motion by Amori**, seconded by **Wills** to adjourn the meeting at 9:00 a.m.

Roll call vote:

Aye: Brice, Hill, Amori, Wills, McClerren

Nay: None

Absent: Quisenberry, Rumball

***Motion carries 5/0.**

Respectfully submitted,

Courtney McClerren

ODDA

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Acting Recording Secretary