

ORTONVILLE DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

September 20, 2021 – 7:30am

Old Town Hall

Executive Director Jenkins called the meeting to order at 7:35 a.m.

Roll call: **Present:** Amori, Brice, Hill, Wills, Wilson.

Absent: Claxton, Rumball, McClerren (with notice)

Also Present: DDA Executive Director Matt Jenkins, Village Manager Ryan Madis (arrived at 7:39 a.m.), and Village Clerk/Recording Secretary Jenna Palmer.

Recitation of Mission: by Wills.

Consent Agenda/Acceptance Items:

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

Roll call vote:

Aye: Brice, Hill, Wills, Wilson, Amori.

Nay: None

Absent: Claxton, Rumball, McClerren

Motion carried 5/0

Public Comments:

None

Disbursements:

A. August 2021

***Motion** by **Wills** seconded by **Wilson** to approve the disbursements ending August 31, 2021, in the amount of \$5,646.45.

Roll call vote:

Aye: Hill, Wills, Wilson, Amori, Brice.

Nay: None

Absent: Claxton, Rumball, McClerren

Motion carried 5/0

Board Member & Committee Updates:

A. 2021 Recovery Planning Projects & Task Force Reports

Wills stated the Wayfinding Subcommittee is recommending the Lakota group for Phase 2 of Wayfinding for \$27,120. Provided an update on the USDA loan application and stated that the federal government requires applicants to have a DUNS number, a unique numeric identifier for businesses.

Hill/Madis provided an update and comparison of three companies that responded to the Wayfinding RFP. The Lakota Group's anticipated project deadline is late July, but the target date would be the end of the current fiscal year if awarded the contract.

Amori updated the board on the Heritage Garden project, they are anticipating receiving renderings for the design of the space mid-October from Oakland County.

Business to Come Before the Board:

A. Board Resolution – Witches Night Out Special License

***Motion** by **Hill** seconded by **Wilson** to approve the special license resolution as presented for Witches Night Out in the Old Town Hall.

All in favor, motion carried 5/0.

B. Allocation of Funds – Wayfinding Consultant

ED Jenkins stated that \$7,000 of the technical assistance grant will be put towards a Wayfinding Consultant.

Additional Business to Come Before the Board:

Jenkins noted that the last food truck event of 2021, Eats in the Streets, takes place this Thursday. Volunteers are needed. Presented a letter from Stephanie Elowsky with the YES4BrandonKids Committee, promoting the Brandon School District bond and seeking support for their financial efforts. It was the consensus of the board to support the committee as individuals if so chosen.

Brice stated that volunteers for Witches Night Out are needed.

***Motion** by **Amori**, seconded by **Brice** to accept the resignation of Kelly Quisenberry.

All in favor, motion carried.

Adjournment:

***Motion** by **Wills** seconded by **Hill** to adjourn the meeting at 8:22 a.m.

All in Favor, Motion carried 5/0.