

City of Pinconning Downtown Development Authority

Meeting Minutes

March 2, 2021

ZOOM Meeting

Meeting called to order at 1:33 pm

Members Present: Chairman Brian Saha, Secretary Tricia Foldie, Linda Austin, Lorie Szyperski
Vice Chairman Matt Hycki joined at 1:35 pm

Members Absent: Treasurer Josh Klee, Cliff Holland, John Aspinall

Approval of Minutes: Minutes for February 2, 2021 reviewed.

Motion by Linda Austin to make a correction on the demolition date to read June of 2021 instead of June of 2020.

Second by Loreen Szyperski

Discussion: None

Motion Carried

Treasurer Report: Treasurer Report from 2/1/2021 to 2/28/2021 reviewed, showing an ending balance of \$51,032.11.

Motion by Lorie Szyperski to approve the treasury report.

Second by Linda Austin

Discussion: None

Motion Carried

Presentations: Tracy Byard joined the meeting to introduce herself. She has expressed interest in the open City Manager position for the City of Pinconning. Tracy has over 21 years of experience within county government.

Old Business:

- A. **Community Building & Parks:** The USDA Grant is in process and the sound proof panels have been installed.
- B. **Gateway Signs:** Lorie Szyperski and Linda Austin have been updating the welcome signs. Brian Saha will be reviewing options on templates for donations.
- C. **Streetscape Projects & Improvement/Christmas Decorations:** Lorie Szyperski is working on an updated layout for Christmas/Winter decorations. Lorie will be looking into the cost to add snowflake decorations, these will be able to be left up throughout the Winter season.
- D. **Building/Facade Revitalization:** No Report
- E. **Web Status/Updates:** No Report
- F. **City of Pinconning Marketing Plan Discussion:** This project is temporarily on hold until a new City Manager has been appointed.

- G. **2020/2021 DDA Budget Update:** No Report
- H. **Required State of Michigan DDA Reporting:** DDA is currently up to date, one public meeting was held in the fall of 2020, the second public meeting must be held by June of 2021.
- I. **City Management Agreement Status:** No Update
- J. **DDA Bylaws Review:** Kevin Kilbey is working on updating the DDA Bylaws, no update provided to DDA at this time.

New Business:

- A. **Bills and Accounts to Pay:** Current bill discussed were Consumers Energy for \$587.17 and mymember insurance agency for \$3,994.00.
Motion by Lorie Syzperski to pay bill's that were discusses.
Seconded by Matt Hycki
Further Discussion: None
Motion Carried

Adjournment:

Motion made by Tricia Foldie to adjourn the meeting.
Seconded by Matt Hycki
Further Discussion: None
Motion Carried
Meeting adjourned at 1:59 pm

Next Meeting April 6, 2021 at 1:30 via ZOOM

Respectfully submitted by Tricia Foldie, DDA Secretary

Minute Approved _____ **Date** _____

Brian Saha, Chairperson