



DDA Board Meeting
Wednesday, August 11, 2010 at 3 p.m.
MINUTES

Board Members Present: Marty McGuire (Chair), Bo Brines, Dan Cline, Mike Hayes, Heidi McIvor, Zachary Prior, Ranny Riecker, Mark Ruhle, Doug Thompson, Claudia Wallin

Board Members Absent: Jenny Anderson, Jon Lynch

DDA Chair Marty McGuire introduced new DDA Board members Heidi McIvor and Zachary Prior.

The DDA minutes from the June 14, 2010 meeting were approved as submitted. Riecker/Wallin

Due to the close out of the 2009-10 fiscal year, a multi-month financial report will be presented in September.

Cheryl Smith, co-chair of the 2010 Totally Turtles Sculpture Series provided an update on this year's event. Five turtles visited the Reece Endeavor Garden Walk July 20-22. The public auction is scheduled for September 23 at 7 p.m. at the H Hotel.

Director of Public Services, Karen Murphy, presented a board informational reviewing parks in the downtown district.

Horticulturist, Stephanie Szostak reported her work crews are making plans to pull bulbs in preparation for the fall displays. Planning has begun on the 2011 spring and summer displays. She reported that she has worked with local architect Peter Anders, who donated his time to consult on possible retrofits for the disabled Jumping Jewels water feature along Ashman Street. A recommendation will be considered under the executive committee report. Stephanie reported that a smoking receptacle design had been chosen and the Department of Public Services will order and place 11 smoking receptacles throughout downtown to help cut down on smoking material litter on the sidewalks and in the planters.

Committee Reports

- **Executive Committee** – Chair Marty McGuire reported that:
 - The DDA has received a letter of resignation from Sue Rabbage. Chair Marty McGuire reviewed the process for filling DDA positions. The process begins with board members identifying potential candidates who should seek an application through the City Manager's office. Jon Lynch will review the applications and make the appointment, which is confirmed by Midland City Council.
 - The Executive Committee submitted the following Action Item to the DDA Board:
 - WHEREAS City Horticulturist Stephanie Szostak has sought the expertise and input of the Executive Committee, an area architectural representative and the City of Midland Engineering Department regarding a potential replacement for the inoperative Jumping Jewels water feature along the Ashman Street

streetscape; now therefore

RESOLVED that Horticulturist Stephanie Szostak be granted authority to proceed with the design of a banner/awning retrofit plan to replace the Jumping Jewels water feature along Ashman Street and report back to the Executive Committee with the proposed design and implementation plan.

Motion was moved by Hayes seconded by Riecker. Motion was unanimously approved.

- **Economic Sustainability** – Chair Mike Hayes reported that:
 - The ES committee has been busy considering Incubator and Façade requests and submitted the following two Action Items to the DDA Board:
 - WHEREAS the Economic Sustainability Committee of the Downtown Development Authority has reviewed the Incubator application submitted by Scott & Lisa Coyer, Coyer Candle Co., 134 W. Main Street, and found all information acceptable and in order; now therefore RESOLVED, that the Economic Sustainability committee recommends that the Downtown Development Authority grant the Coyer’s Incubator request in the amount of \$450/month for the first six months (per the submitted lease) and that this amount be revisited per renewal of the lease in six months. Motion was moved by Riecker and seconded by Cline. Motion was unanimously approved.
 - WHEREAS the Economic Sustainability Committee of the Downtown Development Authority has reviewed the Façade application submitted by Scott & Lisa Coyer, Coyer Candle Co., 134 W. Main Street, and found all information acceptable and in order; now therefore RESOLVED, that the Economic Sustainability committee recommends the Downtown Development Authority grant the Coyer’s façade grant request in the amount of \$720 for awning and façade improvements. Motion was moved by Riecker and seconded by Wallin. Motion was unanimously approved.
 - The Journeys 2 Incubator Application action item was withdrawn at this time pending further clarification of the operation’s profit/non-profit status.
- **Communications Committee** – Chair Claudia Wallin, reported that the Communications Committee reviewed the new downtownmidland.com website design at their July meeting. Selina Tisdale provided an update on Taste of Downtown.
- **Budget and Finance** – The committee did not meet in July.
- **MDBA Board** – MDBA President, Patty Aspin, provided an update on activities of the MDBA including the Annual Meeting which took place in July.

No public comments were made.

No new business was discussed.

Meeting adjourned at 3:45 p.m.