

Minutes
Interlochen Downtown Development Authority
Township Hall 9394 10th St, Interlochen, MI
Regular Meeting – 05/01/2018, 9:30 a.m.

DDA Board Members: Brian McAllister-Chair, Eric Gray-Vice Chair, Laurie Bouwman-Secretary, Amanda Denboer-Treasurer, Harold Schmidt, Pat McDonald, Marv Radtke, Robin Ahart

Call to Order at 9:30am

Roll Call-Present: Brian McAllister-Chair, Eric Gray-Vice Chair, Laurie Bouwman-Secretary, Amanda Denboer-Treasurer, Harold Schmidt, Pat McDonald, Marv Radtke

Approval of Agenda Motion by Radtke supported by Schmidt to approve the amended agenda. Motion carries.

Minutes 02/18 & 4/18 Motion to approve the April meeting minutes by Radtke, supported by Bouwman. Motion carries.

Treasurer's Report-Motion by Radtke to accept Treasurer's report, supported by Schmidt. Motion carries.

Citizen Comment-None

Old Business-

Little Shop Project-Denboer moved to pay invoice for the buildings, supported by Radtke. Unanimously carried.

Schmerl Panoramic-McDonald moved to authorized up to \$1200 for electrical service for pop-ups shops supported by Gray.

Bylaws-Discussion, Acknowledge receipt of draft bylaws. Moved by Radtke supported by Bouwman to add the word Interlochen and enjoy a review period with hope of recommended approval at next meeting for adoption. Motion carries.

Consultant Contract/Work Plan- Radke moved to authorize a contract with AES supported by Gray with updates dates and figures ending June 30 2018 for \$750/mo. Commencing May 1 with details to be worked out between McDonald and Leedy.

Radtke moved to pay \$750 April AES supported by Gray. Unanimously carried.

New Business

Lease agreement -shop. Schmidt suggested the name InterPop shops. Concensus was to use this name for the time being.

McAllister moved to have Leedy to work with McDonald to cleanup and get finalized lease agreement for tenants, supported by Radtke. Motion carries.

Gray made a motion supported McDonald to order a porta potty for the site through Labor Day and the DDA will pay the bill. Motion carries.

Concensus was Fri-Sun bare minimum hours for occupants to be open.

Permit approval-shops. It does not appear that we need permits based on checking all outlets.

Marketing-shops-Leedy will work on marketing materials within our dda budget. Landscaping will need to be done with some baskets from local vendors.

Sign- McDonald moved to approve banner or signage with a budget of \$300 supported by Radtke. Unanimously carried.

Schmidt left.

McDonald moved to authorize engagement of webhosting and have Leedy build a basic website for the IDDA, supported by Gray. Motion carries unanimously.

Gray moved, supported by McDonald to approve engaging a phone.com phone number for one year trial bases. Motion carries unanimously.

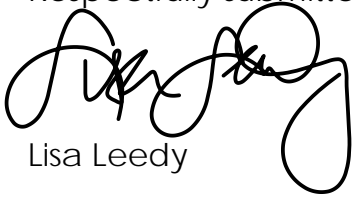
Sign and Landscaping-Radtke moved to authorize the committee to determine landscaping needs within our budget supported by McDonald. Motion carries.

Communications-None

Citizen Comment- None

Adjournment at 11:06am moved by Radtke supported by McDonald.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Lisa Leedy', with a large, stylized flourish at the end.

Lisa Leedy