



EVART DOWNTOWN DEVELOPMENT AUTHORITY

Tuesday February 14, 2023 8:00 AM
200 South Main Street; Evart, MI 49631
BOARD MEETING MINUTES



1. **Prior** to the meeting, the three new board members were sworn in by the city clerk.
2. **Meeting called to order** by Bengry at 8:00 am.
3. **Attendance:** Alan Bengry, Erica Henry, Lynn Salinas, June-Marie Essner, Erin Horton, Gary Hartsock, Jim Schwab, Pepper Lockhart, Todd Bruggema
Absent: Molly Cataldo
4. **Guests:** Angela Hunter, Rob Chown, Jenni Duncan
5. **Citizen Comments:** R. Chown let us know as of February 13, he was the new owner of Evart Dairy Whip.
6. **Approval of agenda:** As presented.
7. **Approval of Minutes:** Moved by Salinas, supported by Lockhart for approval of January 10, 2022 with one correction on the spelling of Rob Chown's name.
Ayes: 8 Nays: 0 Result: Carried
8. **Approval of Vendor List:** Moved by Essner, supported by Salinas for approval of Vendor List for January 2023 in the amount of \$9,019.91 and Farmers Market for \$222.00.
Ayes: 8 Nays: 0 Result: Carried
9. **President's Comments:** None.
10. **City Manager's Comments:** DPW is taking care of requests Please keep sending them in even if they can't be worked on till summer. MDOT is preparing for the US10 project and Safe Routes for School.
11. **Committee Updates**

Economic Vitality

a. **Farmers Market:** Hunter is registered for the MI Farmers Market Conference on March 6-7, 2023 in East Lansing. July 8 MFCU will have some giveaways for customers, MSU Extension and the Dulcimers will be at the market, August 12 MSU Extension will be at the market and again in September. Evart Reads, Story Walk will be at the market a number of times throughout the summer. WIC Fresh is changing from a 1 year to a 2-year program for food assistance at the market. Hunter is hoping the other programs will soon adapt this method.

Jenni Duncan discussed the Farmers Market budget. Revenues from vendor fees are not covering all the expenses. Budget talks are starting and this will be an item the DDA Board will need to review.

Bruggema mentioned there is a FM Committee meeting scheduled this month.

b. **Pop-Up:** This committee needs to be reformed and organized. Salinas mentioned that no work should be done until the insurance is taken care of for the property.

c. **Business Recruitment Primer:** Progress is being made and it will help with the RRC completion.

14. Design

- a. SBEI: Presentation to the community is planned for May 4, 2023.
- b. Benches/Bike Racks/Hitching Posts: A grant is being prepared for the March deadline with AARP for benches.
- c. Design Projects: Watering Station has been received from Ice Mountain and will be installed when the weather is conducive.
Revitalize LLC will be here at the March meeting and will discuss property project opportunities. April 26 will be a community meeting for this pilot program. Think outside the box when inviting people so there is a large turnout. Salinas asked if there could be a flyer to use for an invitation.

15. Promotion

- a. Shop Local: No Action
- b. Summer Arts Series: No Action

16. Organization

- a. Board Recruiting
- b. Volunteers

17. Old Business

- a. New Business Welcome: This will become part of the business primer. Will be good for the design and economic development committees to have when working on projects.
- b. Wayfinding Signage: Grant submitted to update 8 US 10 signs.
- c. Revitalization of 4 Point Committee and project sub-committees: March 9, is proposed for a meeting with Ms. L. Young. Bruggema will contact her.

18. New Business

- a. Review of the updated Evert MMS 2022 assessment. This is a new rubric being used by National for accreditation of MMS communities. We have a few that do not meet the standard, one of which has already been corrected.

19. Director's Comments: Bruggema will be on vacation next week. Work on many grants for economic development. Needing to wait for them to come to fruition. Getting the committees back up and running is necessary for all the different opportunities coming our way.

20. Citizen's Comments: Rob Chown was glad to hear about the work on the Business Recruitment Primer as it was hard to always know where to go for information on becoming a business and property owner. He also suggested that there be information active contractors, who owns billboards and other advertising outlets, insurance and finance contacts in the city. He passed around renderings of updated look at the Evert Dairy Whip. Soft opening is planned for April 15.

21. Adjournment: Motion made by Salinas, supported by Lockhart to adjourn at 9:46am.

Ayes: 8

Nays: 0

Result: Carried

Respectfully submitted, June-Marie Essner, Secretary