



Evart Downtown Development Authority

Chair, Alan Bengry
Treasurer, Lynn Salinas
Molly Cataldo

Vice-Chair, Gary Hartsock
Secretary, Erica Henry
Corey Juliano
Dan Boyer

Brian Youngs

City Manager, Pepper Lockhart

Director, Todd Bruggema

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REGULAR DDA MEETING MINUTES

Tuesday, May 13th 2025 @ 4:00PM

Evart Depot

1. Meeting called to order by Bengry at 4:03 p.m.
2. Attendance: Present: Alan Bengry, Gary Hartsock (left at 4:45 pm), Lynn Salinas, Pepper Lockhart, Brian Youngs, Corey Juliano
Absent: Molly Cataldo, Dan Boyer, Erica Henry
3. Introduction of Guests: Angela Hunter
4. Citizens' Comments- None
5. Approval of agenda-Moved by Hartsock, supported by Youngs, to approve the agenda with the addition of District Management Survey under Old Business and Director contract under New Business.
Ayes: 6 Nays: 0 Results: Carried
6. Approval of minutes – Moved by Salinas, supported by Lockhart to approve the minutes of the March 11th, 2025 meeting, and the minutes of the April 8th, 2025 meeting with a correction to the attendance.
Ayes: 6 Nays: 0 Results: Carried
7. Approval of vendor's list- Moved by Youngs, supported by Salinas to approve the vendors list in the amount of \$4,126.96 for the DDA.
Ayes: 6 Nays: 0 Results: Carried
8. Treasurer's report-there were two \$5,000 transfers made between accounts for cash flow purposes.
9. President's comments-MMS Chair/Vice Chair call was this morning. The strategic plan for one community was discussed and forwarded to the participants to share with their respective boards.
10. Committee updates
Economic
Vitality/Design
 - a. Farmers Market has 30 vendors currently signed up. Sand Bobs will be performing once a month and Dulcimers will play on July 12th. Hope House medical clinic from Big Rapids is interested in attending, as well as the Food Navigator. Opening day will be June 14th, 2025. \$1,200 grant was received and used to purchase meat and refrigerator thermometers as well as canning aids and canning guide books.
 - b. Pop-Up-Currently vacant, discussion was held about listing the building for sale. Corey will get some more details about what should be included in the listing language.
 - c. Business Recruitment Primer-still in process
 - d. Benches/Hitching post-A grant has been received from the Osceola County Community Foundation for \$3,400 for the purchase of benches to be placed in the downtown area. Quote for the 6 benches is \$3,273.00. We will place an acknowledgement plaque on each bench recognizing the foundation.
Promotion/Organization
 - a. Shop Local
 - b. Summer Arts- Jake Slater is scheduled for June 28 from 7 to 9 pm..
 - c. Board recruiting- Erica Henry will be stepping down from the board, so we will need to seek a replacement. Todd has an interested party and will approach them about serving.
12. Old Business
 - a. Bump out maintenance- Todd advertised for those interested in "adopting a garden" and received a great response. All but two are spoken for and businesses, groups, and individuals have volunteered to take on various gardens. A sign will be placed in each garden recognizing the respective caretakers.

- b. Budgets for 2025-2026 for the DDA and Farmers Market.

Moved by Salinas, supported by Youngs to approve the 2025-2026 DDA Budget.

Ayes: 5 Nays: 0 Results: Carried

Moved by Salinas, supported by Lockhart to approve the 2025-2026 Farmers Market budget.

Ayes: 5 Nays: 0 Results: Carried

- c. Downtown District scorecard/District Management survey-discussion was held about the survey results and some areas for improvement were identified .
- d. River St./Fire Dept property-although there is still some dispute over the legal ownership of the property, it was determined that using additional resources-both time and financial-was not in the the best interest of the DDA

13. New Business

- a. DDA strategic planning date-consensus was that July 15th, 2025 from 8 am to 12 pm was the best date to use for the board’s meeting with the planning firm.
- b. Façade grant application

Moved by Youngs, supported by Salinas to approve the grant application from Real Estate One for \$500.00 for sign replacement, contingent on the required documentation being provided to the director.

Ayes: 5 Nays:0 Results: Carried

- c. DDA Director Evaluation-Director evaluation was reviewed, and three goals were identified for the coming year. Strategic Plan implementation, 101 S. Main St project, Regular “between meeting” communications
- d. Director Contract.

Moved by Lockhart, supported by Juliano to approve the amended director contract through June 30, 2027.

Ayes:5 Nays: 0 Results: Carried

14. Director's Comments-None

- 15. City Manager's Comments-Official ground breaking ceremony for Tractor Supply will be Thursday, May 15th at 10:30 a.m.

- 16. Citizens’ Comments-there was disappointment expressed about the loss of the Evert Reads program.

17. Adjournment

Moved by Youngs, Supported by Salinas to adjourn

Ayes: 5 Nays: 0 Results: Carried

Meeting adjourned at 5:29 p.m.

Submitted by Alan Bengry

