

**Regular Meeting of the Gaylord Downtown Development Authority**  
**Mission: "To create an environment that facilitates a vibrant downtown district"**  
**Tuesday December 1, 2015**  
**Council Chambers**

**Call to Order:** Chairman McNamara called the meeting to order at 7:39 am

**Attendance:** Members Present: Burns, Burt, Edwards, Hofweber, Jenkins, McNamara, Reynolds, Platte and Shafto

Members Absent: Church

**Minutes:** Motion to approve as presented: McNamara Second: Hofweber Ayes: Unanimous

**Correspondence:** Motion by Jenkins, Second by Hofweber, to accept Jack Thompson's resignation from the DDA board. Ayes: Unanimous

**Finance Committee:** No report

**Personnel Committee:** No report

**Marketing Committee:** The marketing committee was informed last week that Eagle 101.5 had canceled the tent for the downtown Ball Drop event on New Year's Eve and was moving the band to Timothy's Pub. We requested someone from the station attend this meeting to explain what the plans were. No one from the station was in attendance. It was decided without a tent there would be no way to salvage the event. The board decided to let the Radio Station go ahead, but to manage the event for next year. Chairman McNamara will talk with the station regarding the funds the DDA contributed to this event.

The committee also proposed a few changes to the sign ordinance in an attempt to keep the integrity of the B-1 business district. It was decided this proposal needed to be moved to the Policy Committee. Burt will review and make the proposed request to the City Council.

**Farmer's Market Manager:** Jamie Corona, market manager, reported the Farmer's Market was moving indoors to the Alpine Village Mall for the winter. The Christmas market will be Wednesday, December 23<sup>rd</sup> with Santa in attendance.

**City Manager's Report:** City Manager, Joe Duff, reported the downtown sound system is broken. The cost to repair is no more than \$3000. Motion by Burt to repair the sound system with a budget not to exceed \$3000. Second: Hofweber Ayes: Burns, Burt, Hofweber, Jenkins, McNamara, Reynolds, Platte and Shafto Opposed: Edwards.

Duff said there are two development agreements in process. One is for the Scott properties and one for the Shops on Main.

There is a proposed 79 unit hotel to go in on the former Norman's property. The project is being developed by Triumph Opportunities.

**DPW:** The cost of the light bulbs for the snowflakes is \$41.99 per box of 25. Sixty boxes were purchased. The restrooms will close after the Santa Parade.

**Chief of Police:** No Report

**Approval of Bills:** Motion to approve: Platte Second: Hofweber Ayes: Unanimous

<b>Date</b>	<b>From</b>	<b>Description</b>	<b>Amount</b>
11/2/2015	Chamber	DDA Membership	\$161.00
11/6/2015	Bronner's	LED Lights	\$2,112.00
<i>Totals for December 2015</i>			<i>\$2,273.00</i>

**Next Meeting:** This will be our Annual Meeting on January 5, 2016 at 6:00pm, Council Chambers

**Adjournment:** Motion to Adjourn: Reynolds Second: McNamara Ayes: Unanimous  
Meeting adjourned at 8:57 am

Respectfully submitted, Candi Edwards, Secretary