

**CITY OF MASON
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES – November 9, 2020**

CALL TO ORDER

Thackery called to order at 10:00 a.m. (Via Zoom Teleconference).

Roll Call		Present	Absent	Location
<i>Chairperson</i>	Thackery	X		Mason, Michigan
<i>Vice-Chairperson</i>	Patterson	X		Mason, Michigan
<i>Council Member</i>	Forsberg	X (10:03 a.m.)		Mason, Michigan
<i>Council Member</i>	Gaylord		X	
<i>Council Member</i>	Hinman	X		Mason, Michigan
<i>Council Member</i>	Rhodes	X		Aurelius Twp., Michigan
<i>Council Member</i>	Robinson	X		Mason, Michigan
<i>Council Member</i>	Wren		X	
<i>Mayor</i>	Whipple		X	

Also Present: Deborah S. Stuart, City Manager

PUBLIC COMMENT

None

CONSENT CALENDAR

MOTION by Hinman, second by Rhodes,
to approve the Consent Calendar as follows:

- A. Minutes:
 - 1. Approval of Minutes of Regular DDA Meeting, June 3, 2020
- 1. Financials:
 - 1. Receipt of Downtown Development Authority, Annual Report for Fiscal Year Ending June 30, 2020
 - 2. Approval of Finance Report/s, October 31, 2020

Yes (6) Forsberg, Hinman, Patterson, Rhodes, Thackery, Robinson
No (0)
Absent (3) Gaylord, Whipple, Wren

MOTION APPROVED

UNFINISHED BUSINESS

- A. Summary COVID-19 Response Gift Card Incentive Program

City Manager Stuart gave an update on the project and noted getting inquiries on future rounds.

MOTION by Robinson, second by Hinman,
to approve another round at the end of January/ early February. “Love Your Local” theme; same

funding and process:

Yes (6) Forsberg, Hinman, Patterson, Rhodes, Thackery, Robinson
No (0)
Absent (3) Gaylord, Whipple, Wren

MOTION APPROVED

B. Downtown Flowers

Hinman requested DDA to send thank you letter to Sycamore Garden Club. Stuart agreed to complete that task.

NEW BUSINESS

A. Discussion: 2021 Meeting Schedule- Continue meeting on 1st Wednesday of each month, as needed

MOTION by Forsberg, second by Patterson,
to move DDA meetings to 2nd Monday of the month at 10:00 a.m.

Yes (6) Forsberg, Hinman, Patterson, Rhodes, Thackery, Robinson
No (0)
Absent (3) Gaylord, Whipple, Wren

MOTION APPROVED

LIAISON REPORT

A. City Manager's Report 5.28.20

The City Manager gave update on resignation of Tim Gaylord. Will send applications to Board Members to help solicit applicants.

The City Manager gave update on processing Fielder payment for their Façade grant; will be sent after 11/16/20 City Council meeting.

ADJOURN

The meeting adjourned at 10:22 a.m.

The DDA Board has approved these minutes at their meeting on Monday, February 8, 2021.