

**CITY OF MASON  
DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES – February 5, 2020**

**CALL TO ORDER**

The meeting was called to order at 10:02 a.m. in the Sycamore Room at 201 W. Ash Street, Mason, Michigan.

Present: Forsberg, Patterson, Rhodes, Robinson, Thackery, Whipple, Wren

Absent: Gaylord, Rasdale

Also Present: Deborah S. Stuart, City Manager

**ELECTION OF LEADERSHIP**

A. Chairperson

MOTION by Robinson to elect Thackery as the DDA Chairperson

Yes (7) Forsberg, Patterson, Rhodes, Robinson, Thackery, Whipple, Wren

No (0)

Absent (2) Gaylord, Rasdale

MOTION APPROVED

B. Vice-Chairperson

MOTION by Wren to elect Patterson as the DDA Vice-Chairperson

Yes (7) Forsberg, Patterson, Rhodes, Robinson, Thackery, Whipple, Wren

No (0)

Absent (2) Gaylord, Rasdale

MOTION APPROVED

**PUBLIC COMMENT**

None.

**CONSENT CALENDAR**

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

A. Approval of Minutes of Regular DDA Meeting, December 11, 2019

B. Approval of Finance Reports, January 31, 2020

Yes (7) Forsberg, Patterson, Rhodes, Robinson, Thackery, Whipple, Wren

No (0)

Absent (2) Gaylord, Rasdale

MOTION APPROVED

## **UNFINISHED BUSINESS**

- A. Adoption of Sponsorship Program Community Events Sponsorship Program

MOTION by Whipple, second by Patterson,  
to approve the Adoption of Community Events Sponsorship Program

Yes (7) Forsberg, Patterson, Rhodes, Robinson, Thackery, Whipple, Wren

No (0)

Absent (2) Gaylord, Rasdale

MOTION APPROVED

## **NEW BUSINESS**

- A. Discussion: Projects in Capital Improvement Program and Parks/ Recreation Plan that Impact the DDA (documents to be provided after 2/3/20 City Council meeting)

City Manager Stuart gave overview of CIP and Park Plan. DDA suggested that the tree replacement for downtown be added next year to the CIP document.

- B. Consider Recommendation by the Façade Review Committee Regarding 117 and 119 E Maple Street (documents to be provided at meeting, due to Committee meeting on 2/4/20)

MOTION by Whipple, second by Wren,  
to approve of the grant as recommended by the Façade Review Committee with noted contingencies

Yes (7) Forsberg, Patterson, Rhodes, Robinson, Thackery, Whipple, Wren

No (0)

Absent (2) Gaylord, Rasdale

MOTION APPROVED

- C. Discussion: Upcoming Events, including the Chocolate Walk

Board members gave update on Chocolate Walk

MOTION by Forsberg, second by Whipple,  
to allocate \$750 for bags, chocolates, posters, and advertising of the event

Yes (7) Forsberg, Patterson, Rhodes, Robinson, Thackery, Whipple, Wren

No (0)

Absent (2) Gaylord, Rasdale

MOTION APPROVED

## **LIAISON REPORT**

- A. City Manager's Report 1.31.20

## **ADJOURN**

The meeting adjourned at 11:14 a.m.

**The DDA Board has approved these minutes at their meeting on Wednesday, March 4, 2020.**