**Negaunee Downtown Development Authority**

**January 25, 2021 Minutes**

The Negaunee Downtown Development Authority was called to order by DDA Chairman Gary Nelson at 5:38 PM, on January 25th, 2021, via Zoom. Present were authority Members Nate Heffron, Gary Nelson, Pete Munson, Marybeth Kurtz, and Ryan Nummela. Absent: Haley Thomas, Jeremy Poch, and Jeff Plummer, and Mike Rindenour.

The election of officers for the 2021 year was held, with the nominations being Gary Nelson as Chair-Person, Haley Thomas as Vice Chair-Person, and Nate Heffron as Secretary. DDA Member Pete Munson made a motion to elect the slate of candidates presented. Seconded by DDA Member Marybeth Kurtz. Motion Passed.

Appoint to standing committee was tabled to allow newly appointed members of the DDA to decide what committee they might want to serve on.

DDA Member Ryan Nummela made a motion to approve the minutes from the December 28th meeting. Seconded by DDA Member Pete Munson. Motion Passed.

DDA Consultant Mona Lang gave an overview of the marketing and branding plan. She reported that the City Council approved the recommendation of CIB by the DDA. Additionally, she informed the DDA that MEDC has approved $15,000 in a technical assistance grant for the project. Mrs. Lang also sought input from the DDA in regards to forming a steering committee for the project made up of several partners with the City, former mayors, current business owners, and city staff. The DDA did not object to the forming of a committee.

DDA Member Nate Heffron reported that the CRD program recommendation by the DDA to the City Council was approved. Heffron reported that city staff is working on two documents, (1) an Applicant’s Packet, and (2) an Administrative Guide, both are nearly complete. A final draft will be made available to the DDA in the coming weeks. Heffron expected the official launch of the program within the next two-weeks.

DDA Consultant Mona Lang suggested that the DDA consider developing welcome/achievement certificates for new businesses and for businesses that make a significant investment in the Downtown. She suggested purchasing some frames and making some certificates.

DDA Member Ryan Nummela made a motion to allow the purchase up to $75.00 in picture frames for the purpose of developing certificates. Seconded by DDA Member Pete Munson. Motion Passed.

DDA Consultant Mona Lang gave her report and covered various topics for future decision: DDA Tour of Downtown, New Events, the Downtown Streetscape Project, and Business Welcome Packets.

No board member comments were made.

The Next DDA meeting will be on February 22, 2021, at 5:30PM.

Public Comment: None.

Meeting adjourned at 6:15 PM.

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Nate Heffron