

City of Bangor
Downtown Development Authority
Bangor City Hall
257 W. Monroe Street, Bangor, MI 49013

Regular Meeting
Minutes for April 18, 2023
7:30 PM

1. Call to Order: Meeting called to order by Vice-Chairman Fred Hicks at 7:36 PM
2. Pledge of Allegiance: Recited by all present.
3. Roll Call: PRESENT: Board Members Pati Martinez-Serratos, Jose Villalobos, Fred Hicks, Dan Farmer, William Murphy, and Mayor Farmer. ABSENT: Chairman Danny Fry, Board Member Don Martin, Director Becky Harvey.
4. Approval of Agenda: moved by William Murphy, second by Mayor Farmer to approve the Agenda as presented. Motion carried.
5. Approval of Minutes: moved by Mayor Farmer, second by William Murphy to approve minutes of the Regular Meeting on March 21, 2023 - with the correction to add Danny Fry as present. Motion carried.
6. Treasurer's Report:
 - a. 2021-2022 FY DDA Audit - confirmation of "Carry Over" dollars. Moved by Pati Martinez-Serratos, second by Mayor Farmer to table this to May meeting. (Audit results still pending). Motion carried.
 - b. Payment of Bills, April 2023 - Moved by William Murphy, second by Fred Hicks to approve payment of bills as presented \$11,360.87. Roll Call: Ayes - Pati Martinez-Serratos, Fred Hicks, Jose Villalobos, Dan Farmer, William Murphy, Mayor Farmer. Nays - none. Motion carried.
 - c. Financial Report - March 2023 - approved as presented.
 - d. Budget Amendments - to pay remaining \$8000.00 to *Saylor Landscaping* for winter snow plowing: MOVE \$4889.80 from Act #103 (Sale of Properties) - TO Act #305 (Snow Removal). Balance of \$3110.20 will be paid from same Act #103 once sale of property is final. Moved by Mayor Farmer, second by William Murphy to approve this action. Ayes: Pati Martinez-Serratos, Fred Hicks, Jose Villalobos, Dan Farmer, William Murphy, Mayor Farmer. Nays - none. Motion Carried.
7. Unfinished Business:
 - a. DDA Webpage
Blue Fire Media Proposal - Presentation was given to Bangor City Council. It's likely that City may take this action for their approval. If so, the DDA may then pay their portion for a DDA "Tab", to be included on the City webpage. Moved by William Murphy, second by Pati Martinez-Serratos to table this action to the May 16 meeting. Motion carried.

b. Wayfinding System Plan

Consultant Withdrawal Letter/ Invoice. Discussion was to accept this action. Payment for invoice will be presented on May bills to pay. Moved by William Murphy, second by Patti Martinez-Serratos to table payment to May 16 Regular Meeting. Motion carried.

8. New Business

a. DDA Tax Capture (Simpson) - Manager Simpson not present at this meeting. Moved by William Murphy, second by Pati Martinez-Serratos to table this to the May 16 Regular Meeting. Motion carried.

9. Opportunity for Public Comment - none.

10. Director/ City Manager Comments - none.

11. Board Comments - Board Member Villalobos mentioned the DDA parking lot needs to have a regular maintenance plan for periodic clean up, weed removal, flower planting, etc. He will get a proposal to Manager Simpson.

- Board Member Martinez-Serratos thanked Fred Hicks for leading this meeting.

12. Adjournment - moved by Mayor Farmer, second my William Murphy at 7:57. Motion carried

Respectfully Submitted,
Dan Farmer, Secretary
Bangor DDA