



**DOWNTOWN DEVELOPMENT AUTHORITY BOARD**

January 19, 2010

1. Call to Order - 7:00 P.M. - City Hall Community Room
2. Minutes - Approval of minutes of the annual meeting of January 20, 2009
3. Organization of Board - Elections of a Chairperson and a Vice Chairperson and adoption of a schedule of regular meetings, as needed
4. Miscellaneous
5. Adjournment



**BOARD:** Downtown Development Authority Board

**MEETING DATE:** January 19, 2010      **DATE PREPARED:** January 13, 2010

**AGENDA SUBJECT:** Meeting Minutes

**RECOMMENDATION:** That the Downtown Development Authority Board approve these meeting minutes

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Because the Downtown Development Authority Board historically has met only when matters were pending for its agenda, the Board has not met since its annual meeting last January. Enclosed are draft minutes of the Board's meeting of January 20, 2009.

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Enclosure



**DOWNTOWN DEVELOPMENT AUTHORITY BOARD**

January 20, 2009

The annual meeting of the City of Petoskey Downtown Development Authority Board was held in the City Hall Community Room at Petoskey, Michigan, on Tuesday, January 20, 2009. This meeting of January 20, 2009, was called to order at 7:00 P.M., and the following were:

Present: Lawrence Rochon, Chairperson  
James M. Reid, Jr., Vice Chairperson  
David Carlson  
David Marvin  
Rodney Phillips  
Jennifer Shorter  
Michael Teska  
H. Ted Pall, Jr., M.D., Mayor

Absent: William Takalo

Also in attendance were Petoskey Regional Chamber of Commerce Downtown Director Becky Goodman and City Planner Amy Tweeten.

Approve Consent Agenda

February 19, 2008, were approved as submitted.

As the first matter for consideration, upon motion made and supported, minutes of the Downtown Development Authority Board's annual meeting of

Conduct Annual  
Organizational Session

Authority Board members to elect from its members, for one-year terms, a Chairperson and a Vice Chairperson and to set its meeting schedule for 2009.

Chairperson Rochon next reported that, to meet bylaws provisions, the Downtown Development Authority Board was required to conduct an annual meeting and asked Downtown Development

Board member Teska then nominated Board member Rochon as Chairperson, seconded by Board member Shorter, and Board member Teska nominated Board member Reid as Vice Chairperson, seconded by Board member Shorter, of the Downtown Development Authority Board for 2009. Nominations then were closed and Board member Rochon was elected Chairperson and Board member Reid was elected Vice Chairperson of the Downtown Development Authority Board on a voice vote.

Board member Teska then moved that, seconded by Board member Shorter, the Downtown Development Authority Board's regular meeting schedule for 2009 be set jointly with the Downtown Management Board's schedule, that is, at 7:00 P.M., on the third Tuesday of each month, at the City Hall, but only on an as-needed basis. Said motion was unanimously adopted.

There being no further business to come before the Board, the meeting was adjourned at 7:10 P.M.

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City Planner



**BOARD:** Downtown Development Authority Board

**MEETING DATE:** January 19, 2010

**DATE PREPARED:** January 13, 2010

**AGENDA SUBJECT:** Organization of Board

**RECOMMENDATION:** That the Downtown Development Authority Board elect officers and adopt a schedule of regular meetings

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Background. Prior to appointing the City's Downtown Management Board in 1994, the City Council had established the Downtown Development Authority program in 1993 and had appointed nine members, including the Mayor, to the Development Authority's Board. Although the Downtown Development Authority Board has remained inactive except for December, 2004, when a tax-increment financing program was recommended by the Downtown Development Authority Board to and subsequently implemented by the City Council, the Downtown Development Authority Board has only met annually as required by its bylaws.

Requirements. As required by its bylaws, the Downtown Development Authority Board will be asked to select from its members a Chairperson and a Vice Chairperson and to set a 2010 meeting schedule. Because the same persons are required to serve as officers for both the Downtown Development Authority Board and the Downtown Management Board, the Downtown Management Board will be asked to take the same action at its January 19 meeting. Last year, Downtown Development Authority Board regular meetings had been set for 7:00 P.M., on the third Tuesday of each month, immediately preceding the Downtown Management Board meetings, but called only if agenda business was pending.

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