

**DUNDEE VILLAGE
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
6:00 P.M.
May 21, 2018**

ATTENDEES:

Denny Polito Kristina Frank
 Lyle Jaworski Israel Carroll
 Terry Potts Marcella Osenbaugh-Valle
 Mary Schultz Danielle Clair

VILLAGE REPRESENTATIVES:

Dave Uhl, Village Manager
 Penny Gutierrez, Village President
 Farmers Market Representative
 Main Street Representative

- 1) **CALL TO ORDER:** Regular monthly meeting called to order by Chairperson Jaworski at 6:06, Dundee Village Conference Room
- 2) **APPROVAL OF AGENDA:** Moved by Polito, second by Potts: approved
- 3) **APPROVAL OF MINUTES:** Moved by Potts with correction, second by Polito: approved
- 4) **PUBLIC COMMENTS:** No Comments
- 5) **COMMITTEE REPORTS:** Israel reported the he and Jordan Reeves recorded video at The Farmers Market to be put on YouTube
- 6) **OLD BUSINESS:**
 - a) **Rockin' the River Raisin – Music Festival – August 18, 2018:** Bands have been booked “Temperance Tonic” and a popular band out of Toledo, Sponsors in the works. Need a letter drafted for all local restaurants who may want a booth to sell food. Event starts at 5pm. Set-up gates and check ID before entering the event, wrist bands will be issues at this time. Need to get volunteers to work the beer tent, sell tickets and check ID’s. Will sell Bud, Bud Lite and Labatt’s \$3.00, Also need to check into Porta Johns. Motion was made by Carroll to rent two tents for the festival, one for the beer tent, one for patrons in case of rain not to exceed \$1,200.00, second by Polito, approved.
 - b) **Poker Run – Beer Tent – July 14, 2018:** Bands have been booked “Wishing Well” and “Torn”, Sponsors in the works. Event starts at 5pm. Set-up gates and check ID before entering the event, wrist bands will be issues at this time. Need to get volunteers to work the beer tent, sell tickets and check ID’s. Will sell Bud, Bud Lite and Labatt’s \$3.00, Also need to check into Porta Johns. Motion was made by Carroll to rent two tents for the festival, one for the beer tent, one for patrons in case of rain not to exceed \$1,200.00, second by Polito, approved. Motion made to apply for a Special Liquor License for beer and wine only, 2nd by Carroll. 9 Yay 0 Nay Motion approved.
 - c) **Update on Mayfly Festival:** Vintage Market is on Saturday only, room for 50 vendors including food at the park, if there is overflow it will go in parking lot behind Swan Creek Candle.
- 7) **NEW BUSINESS**
 - a) **Budget update:** Need to invite Robin to next meeting to review the budget – tabled.
 - b) **Approved contract for Jessica Hubbel as Farmer’s Market Manager:** Polito motioned to renew Jessica Hubbel’s contract for the 2018 year \$4,500.00, second by Potts, vote 8 yay 0 Nay Approved.
 - c) **Heartofdundee.com web site:** Web site needs to be updated and refreshed, information is out of date, needs to have a cash/donate button, Old National has several options if accepted by the Village for the account to attach to this, Dundee Internet can update the security along with any plug ins, along with

making changes to with web site as needed. Moved by Polito to transfer the web site over to Dundee Internet not to exceed \$200 per year, second by Potts, approved.

d) **Other:** Baskets are up

8) **ANNOUNCEMENTS AND DISCUSSIONS** – Nothing to report

9) **REVIEW ACTION ITEMS** – Nothing to report

10) **NEXT MEETING:** Monday, June 18, 2018 , 6:00 P.M. at Village Conference Room

11) **ADJOURNMENT:** 7:05 p.m.

Respectfully submitted,

Mary Schultz