



**Downtown Development Authority**  
**March 6<sup>th</sup>, 2019**  
**5:30 PM**  
**Regular Meeting Minutes**

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1. Call to Order

Roll Call

- Present: Collen Froehlich; Dave Grosse; Karrie Lintner; Angela Reichert; Janet Schuttler
- Excused: Brandi Cardwell; Garth Taylor; Carolyn Drier

Additions/Deletions to the agenda & approval of the agenda

- Motion to approve the agenda with the addition of item 6a – Flag Day Request by Schuttler, seconded by Lintner – Passed

2. PUBLIC COMMENT – N/A

3. Approval of the February 6<sup>th</sup>, 2019 DDA Meeting Minutes

- Motion to approve February 6<sup>th</sup>, 2019 DDA Minutes by Lintner, seconded by Grosse – Passed

4. Financial Report: DDA Balance \$45,836.73

Unfinished Business

5. Master Plan Update: DDA portion was passed out and emailed, to be reviewed and approved at April meeting.
6. Advertising Update: Reichert presented a copy of the ad for the Harbor Country guidebook, discussion of a rack card of same style to feature list of Village activities on the reverse side.
- 6a. Flag Day Request: Flag Day Committee requested \$500 for marketing assistance. Motion to approve up to \$500 for Flag Day marketing assistance by Lintner, seconded by Grosse - Passed

New Business

7. Chamberlain Path – Support Request: Motion to pledge \$1,000 towards grant Request for Chamberlain Path improvements, by Schuttler, seconded by Grosse – Passed. DDA is also assisting by getting nearby businesses to write letters of support. Grant due at end of March.

8. Committee Remarks

- Wurstfest Updates: Cathi Rogers presented preliminary budget, will consult with Village Treasurer. Discussion of additional areas that might be available to use, and including sponsorship for t-shirts and entertainment, donation requests to go out late April.
- Farmers Market: Village Manager presented letter from Park board stating they are not in favor of the Farmers Market being in Carver Park unless the Market wants to pay rental fee every week, market manager will be notified. Colleen Froelich expressed desire to keep Marley in parking lot and detailed necessity of ease of unloading or selling out of vehicle at a market.

9. PUBLIC COMMENT – N/A

10. Adjournment: Motion by Froelich to adjourn at 6:15 PM, seconded by Grosse – Passed

- Next regular meeting scheduled for April 3<sup>rd</sup>, 2019

Term Expires: April 2019  
Carolyn Drier  
Garth Taylor – Secretary  
Vacant

Three Oaks Downtown Development Authority  
Term Expires: April 2020  
Brandi Cardwell  
Janet Schuttler – Vice Chair  
Dave Grosse – Council Liaison

Term Expires: April 2021  
Angela Reichert – Chair  
Karrie Lintner  
Colleen Froehlich