

City of Bangor
Downtown Development Authority
Bangor City Hall
257 W. Monroe Street, Bangor, MI 49013
Regular Meeting
Minutes: April 16, 2024

1. **Call to Order:** Meeting called to order by Chairman Fred Hicks at 7:01 PM.
2. **Pledge of Allegiance:** Recited by all present.
3. **Roll Call:**

PRESENT: Chairman Fred Hicks, Vice Chairman William Murphy, Board Members Heather Scruggs, Mark Hills, Pati Martinez-Serratos, Jose Villalobos, Dan Farmer, and Mayor Farmer.

Also PRESENT: Director Rebecca Harvey, and City Manager Justin Weber.

ABSENT: Board Member Don Martin
4. **Approval of Agenda:**

Motion by Mayor Farmer, Second by Murphy to approve the agenda as presented. Ayes all - Motion Carried.
5. **Approval of Minutes:**

Motion by Martinez-Serratos, Second by Murphy to approve minutes from Regular Meeting of March 19, 2024. Ayes - all. Motion Carried.
6. **Treasurer's Report:**
 - a. Payment off Bills: Motion by Scruggs, Second by Mayor Farmer to approve payment of April Bills as presented in the amount of \$3,287.51 - subject to receipt of hard copy of the invoices, and signature approvals. **Roll Call Vote:** Ayes - Hicks, Murphy, Martinez-Serratos, Villalobos, Scruggs, Hills, Farmer, Mayor Farmer. Nays - none. Motion Carried.

Treasurer Hills recommends that DDA move financial tracking to "Quick Books" On-Line. The current spreadsheet format is not useful anymore. Motion by Mayor Farmer, Second by Scruggs to allow Treasurer Hills to sign up DDA to "Quick Books" On-Line, not to exceed \$100.00/month. **Roll Call Vote:** Ayes - Murphy, Martinez-Serratos, Villalobos, Scruggs, Hills, Farmer, Mayor Farmer, Hicks. Nays-none. Motion Carried.
 - b. Financial Report: Motion by Murphy, Second by Martinez-Serratos to approve the financial reports from February 2024 and March 2024. **Roll Call Vote:** Ayes - Martinez-Serratos, Villalobos, Scruggs, Hills, Farmer, Mayor Farmer, Hicks, Murphy. Nays-none, Motion carried,
 - c. Budget Amendments: None.
 - d. Status of DDA Audit: Discussion on considering another audit firm. Weber reported that RFP's will be going out. (see attached email included in board packet). Definite information is expected to be provided by May meeting.

7. New Business:

a. Sidewalk Repair/ Replacement Program within DDA -

There appears to be no record of DDA involvement in the past. City Budget meeting, in a few weeks, will be reviewing this. Abonmarche is still a viable resource for grant opportunities, as reported by DPW Director Lowder.

Board member Villalobos will try to get Compton's (current contractor in South Haven for sidewalk repair/ replacement) to come to the May meeting. City Manager Weber is working to get Tony, from Abonmarche, to come as well. Bottom line: the DDA needs to know what the city policy is for this work? Is there an ordinance? More information to come next month.

8. Unfinished Business:

a. Market Van Buren, Membership: Motion by Murphy, Second by Martinez-Serratos that Bangor DDA no longer participate in this program. Ayes - all. Nays - none. Motion Carried.

b. DDA Webpage Update - no update this month.

9. Opportunity for Public Comment:

Several comments were made by the public.

10. Director/ City Manager Comments - none.

11. Board Comments - many expressions of Thanks to Mark Hills for his work as Treasurer.

12. Adjournment: Moved by Mayor Farmer, Second by Murphy to adjourn at 8:06. Carried.

Respectfully Submitted,
Dan Farmer, Treasurer