

**City of Ithaca
Downtown Development Authority
Regular Meeting Minutes
March 4, 2025**

The regular meeting of the City of Ithaca Downtown Development Authority was called to order at 10:30 a.m. by Chair Janet Strong.

Members Present: Kevin Collison, Kim Hodge, Jared Macha, Janet Strong and Deb Vusich.

Members Absent: Marci Browne

City Staff Present: City Manager, Jamey Conn and DDA Coordinator, Shelly Moffit.

Approval of Meeting Agenda

Motion by Collison, second by Vusich to approve the meeting agenda as presented; motion carried.

Approval of Regular Meeting Minutes

Motion by Collison, second by Macha to approve the Regular DDA Meeting minutes from March 4, 2025; motion carried.

Public Comment: None

Unfinished Business

No unfinished business

New Business

- **Financial Reports.** The Board reviewed the DDA check register from 11/01/24 – 1/31/25, balance sheets and revenue/expense reports for the period ending 1/31/25. After review, motion by Vusich, second by Collison to approve the financial reports; motion carried.
- **2025 Gratiot County Calendar of Events.** DDA Coordinator Moffit presented the Calendar of Events for 2025. Vusich commented on the Ithaca Promotional Committee events.
- **Update on Businesses.** Sage & Barrel owned by Jo Beracy is our newest business featuring event planning, formal wear, upscale consignment, and gifts. She is located at 117 S. Pine River St. across from the Hearthstone. Precious Memories is closing as owners Darcy and Maida have decided to retire. Karen Smith reported that the roof for their building at 106 E. Center should be completed by the end of March then inside renovations can begin. Joe and Vicky Padilla of Creative Moments have rented the space adjacent to them and are renovating to open a coffee shop.
- **Downtown Flower Quotes.** Several options for this year's downtown flowers were considered. After discussion, motion by Collison, second by Macha to approve up to \$1000.00 for the purchase of flowers for the downtown flowerpots; motion carried.
- **2025 Farmers Market.** It was agreed upon that there would be no vendor fees again for 2025. Moffit will reach out to businesses for sponsorship to cover the fees and costs. A banner with the sponsors' logos will be purchased again and hung at the pavilion.

Staff Updates

DDA Coordinator Moffit submitted her Activity Report which highlighted Bones BBQ celebration of their 5th Anniversary downtown. Lace and Grace Clothing Company relocated to downtown and was celebrated with a Ribbon Cutting ceremony. Attended Good Morning Gratiot New Business Awards and assisted IPC Chair Josh Strand in presenting the awards. Worked with Andrew Sheils of Sheils Financial to help advertise his new business. Beginning to coordinate for this year's Farmers Market. Will be choosing the 20 art banners that will decorate our downtown lamppost's next week.

City Manager Jamey Conn reported that the SRF Projects are scheduled to start the week of March 13th, which includes Barnes St., Pine River St., and W. St. Charles Rd. and is anticipated to be completed by the first week of June. The County will be chip sealing W. St. Charles Rd. following the city work. The city is applying for a grant again this year for SRF Projects which would include Union St. The city also applied for the Community Foundation Grant to help pay for speed radar signs on Pine River near North School.

Roundtable Discussion

Vusich reminded everyone that the United Way dance which her and Matt will be participating in is Thursday and invited everyone to attend.

Public Comments

No public comment was offered.

Adjournment

Being no further business to come before the Board, motion by Vusich , second by Collison to adjourn the meeting at 11:29 a.m.; motion carried.

The next Regular DDA Meeting will be scheduled for May 13, 2025 at 10:30 a.m.

Marci Browne, Secretary/Treasurer

Shelly Moffit, Recording Secretary