



City of Hartford  
County of Van Buren, State of Michigan  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**BOARD OF DIRECTORS MEETING**

Tuesday, January 20, 2026 10:00am  
PROPOSED MINUTES

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**Members Present:** Manuela Blaylock-Villota (10:07am), Shayne Darling (10:01am), Brian Garland (10:00), Pete Sinclair (10:03), Rick Stevens (10:23am),  
**Members Absent:** Sandra Banda-Tavarez, Mark Kellogg, Gurnamaskar Singh,  
**Staff Present:** RoxAnn Rodney-Isbrecht, Clerk

President Brian Garland, called the DDA meeting to order at 10:23am.

Pledge of allegiance was said.

**Approval of the Agenda:**

Motion by Darling, supported by Sinclair, to approve the agenda.  
Motion Carries 5 – 0

**Public Comment:** None

**Approval of the Minutes:**

Motion by Stevens, seconded by Garland, to accept minutes of the November 19, 2025 meeting as presented.  
Motion carried 5 – 0

**Acceptance of the Finance Report:**

Motion by Darling, seconded by Stevens, to accept December and 2025 financial reports.  
Motion carried 5 – 0

**Goals/Objectives:** None Discussed

**Old Business:** None

**New Business:**

- Discuss & Consider – Draft DDA Plan & DDA Boundary  
Discussion: Jim McManus, McKenna went through the Plan with the Board for their final input. Final draft will be presented at the Boards February meeting. Public Hearing required in April and must be noticed 60 days prior to adoption in June.
  
- Discuss & Consider – Banner Purchase  
Discussion: The Board would like to see a proposal to consider at a future meeting.

**Adjournment**

President Garland adjourned the meeting at 10:53am  
Motion carried

Next Meeting is February 17, 2026 at 10am

Respectively submitted by,

Shayne Darling, DDA Secretary