

Manistee Downtown Development Authority (DDA) Meeting Minutes

Wednesday, October 11, 2017

Present: Valarie Bergstrom, Rachel Brooks, Tamara DePonio, T Eftaxiadis, Jackie Gielczyk, Karen Goodman, Barry Lind, Tyler Leppanen, Todd Mohr, and Mayor Jim Smith

Absent: None

In Attendance: Denise Blakeslee, Roger Zielinski and Thad Taylor

Agenda Item	Discussion	Decision/Recommendation	Pending
Call to Order	Meeting called to order by R. Brooks at 12:01 p.m.		
Approval of Agenda	Motion by Eftaxiadis; Second Mohr The Manistee DDA hereby approves the agenda of with one additional old business item.	Approved	
Approval of September 13, 2017	Motion by Smith; Second Mohr The Manistee DDA hereby approves the meeting minutes of September 13, 2017 as presented.	Approved	
Public Comment	None		
Committee Reports & Priorities	<p><u>Design:</u> No update. Barry Lind to chair the committee. Façade grant process recommendation discussed and tabled for next meeting.</p> <p><u>Marketing:</u> <u>Business Development:</u> HOP & PROPS successful. Discussion on possible open chair position and separating chair and events responsibilities. R. Brooks updated the committee on the progress of the Sleighbell committee.</p> <p><u>Redevelopment:</u> Additional Visioning Session by MSU Extension follow up needed to set date for next session.</p> <p><u>Business Development:</u> No meeting updates at this time.</p> <p><u>TIF Committee:</u> Motion by Eftaxiadis; Second Mohr The Manistee DDA hereby approves the addition of</p>	<ul style="list-style-type: none"> • T. Leppanen to investigate other façade grand programs and work with design committee to present updated recommendation. • Action on open marketing chair position for next meeting. • Discussion that all committees must follow the identified strategic plan strategies and report on progress on the strategies each month so that the committees and the plan can be effectively evaluated in the future. <p>Approved</p>	

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<p>September Financial Reports Check Register & Financial Reports</p>	<p>Mayor Smith and K. Goodman to the committee. Tabled until next month.</p>		<ul style="list-style-type: none"> • Gielczyk and Brooks will form a subcommittee to work on Downtown Dollars and how to write off unpaid liability. • Leppanen will make recommendation to the board on possible surplus dollar use in 2017 – 2018 plan year.
<p>Director’s Report & Strategic Plan Update</p>	<p>Leppanen provided a written and verbal update including an update on the strategic plan.</p>	<ul style="list-style-type: none"> • Leppanen to work on scheduling a date for a 2018 Strategic Plan session to be held off-site at the Manistee Airport meeting room. • The consensus was that a facilitator was not needed at the planning meeting. 	
<p>Public Comment Adjournment</p>	<p>None Motion by Smith; Second Mohr The Manistee DDA hereby adjourns at 1:45 p.m.</p>	<p>Approved</p>	