

**Manistee Downtown Development Authority Special Meeting Minutes – January 24, 2018 at 8:30 a.m**

Present: Tamara DePonio, Barry Lind, Tyler Leppanen, Todd Mohr, T Eftaxiadis, Karen Goodman, Mayor Jim Smith, and Shari Wild  
 Phone: Valarie Bergstrom  
 Absent: Rachel Brooks  
 In Attendance: Roger Zielinski

Agenda Item	Discussion	Decision/Recommendation
<b>Call to Order</b>	Meeting called to order by B. Lind at 8:35 a.m.	
<b>Approval of Agenda</b>	Motion by T. Eftaxiadis; Second by Mohr The Manistee DDA hereby approves the agenda.	Approved
<b>Public Comment:</b>	None	
<b>Discussion on Economic Development</b>	T. Eftaxiadis provided a list of five functions of the Economic Development Executive Director to clarify the Board’s expectations of the position to help set expectations for the role. K. Goodman suggested that a development plan for the position would be a good idea. The importance of collaboration with other entities including the city, Manistee Chamber of Commerce and the Alliance for Economic Success was discussed. Mayor Smith mentioned that the DDA had authority to provide a notice to property owners with blighted property to make repairs within a reasonable timeline and take action if not completed. The Design Committee should make a recommendation on addressing blighted property to the Board. An update on the TIF plan was given by members of the committee. This item is key to the viability of the DDA and should be a discussion item at the next regular board meeting and a possible topic for a work session with City Council. The following items were requested to be put on the next agenda: blight and what the DDA’s authority is, the American Cleaners building, TIF update, Discussion with the Chamber and City.	
<b>Next Special Meeting</b>	It was agreed that another special meeting was not necessary prior to the regularly scheduled DDA meeting on Wednesday, February 14, 2018 at noon.	
<b>Public Comment Adjournment</b>	Mayor Pro-Tem Zielinski commented on Blight and the TIF Plan. Motion by Smith; Second by Mohr The Manistee DDA meeting adjourned at 9:50 a.m.	Approved