

Manistee DDA
May 9, 2018 @ 12:00pm
City Hall

AGENDA

1. Call to order – Chair
2. Approval of Agenda
3. Public comment. (Limit 5 minutes per person.)
4. Approval of April 11, 2018 Regular Meeting Minutes
5. Committee Reports
 - a. Design – Barry Lind (5 minute limit)
 - b. Marketing and Promotions – Rachel Brooks (5 minute limit)
 - c. Business Development – Valarie Bergstrom (5 minute limit)
 - d. Redevelopment – T Eftaxiadis (5 minute limit)
 - e. TIF – Tyler Leppanen (5 minute limit)
 - f. Food Truck – Tyler Leppanen (5 minute limit)
6. Financial Report
7. Director’s Report
8. Old Business
9. New Business
 - a. Consider and Approve Amended Fiscal Year 2017/2018 Budget
 - b. Recommend C-3 Zoning Changes
10. Public Comment. (Limit 5 minutes per person.)
11. Adjournment

DOWNTOWNMANISTEE

michigan

DATE: May 4, 2018

TO: DDA Board

FROM: Tyler Leppanen

RE: DDA Board Regular Meeting: May 9, 2018

The DDA Board shall convene at 12:00 pm on Wednesday, May 9, 2018 in the council chambers of city hall.

I expect to have the financial statements on Monday and will send them as soon as I receive them. I am asking the new accountant to make a number of changes, provide a cash flow analysis, and correct any issues with the revolving loans.

If you have any other updates or new information before the meeting, please send it along to myself and the Board. You can call my office number at (231) 398-3262 or email me at tyler.leppanen@manisteedowntown.com with any questions or concerns you may have.

**Manistee DDA
Regular Meeting
Resolutions**

Wednesday, May 4, 2018 at 12:00 p.m.
Council Chambers
Manistee, MI 49660

Resolution 180504-1

Motion: _____

Support: _____

The Manistee DDA hereby approves the agenda of May 4, 2018 as presented.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 180504-2

Motion: _____

Support: _____

The Manistee DDA hereby approves the Regular Meeting minutes of April 11, 2018 as presented.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 180504-4

Motion: _____

Support: _____

The Manistee DDA hereby approves the April 2018 Financial Statements.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 180504-5

Motion: _____

Support: _____

The Manistee DDA hereby approves the Fiscal Year 2017/2018 Amended Budget.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 180504-6

Motion: _____

Support: _____

The Manistee DDA hereby approves the Business Development Committee recommendation to request changes to the C-3 Zoning District.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Resolution 180504-7

Motion: _____

Support: _____

The Manistee DDA hereby adjourns at _____pm.

Ayes: _____

Nays: _____

Approved: ____

Denied: ____

Name

Title

Manistee Downtown Development Authority Board Meeting Minutes – April 11, 2018

Present: Valarie Bergstrom, Rachel Brooks, Karen Goodman, Barry Lind, Tyler Leppanen, Todd Mohr, and Mayor Jim Smith

Absent: Tamara DePonio, T Eftaxiadis and Shari Wild

Agenda Item	Discussion	Decision/ Recommendation
Call to Order	Meeting called to order by R. Brooks at 12 noon.	
Approval of Agenda	Motion by Mohr; Second by Goodman The Manistee DDA hereby approves the agenda.	Approved
Public Comment:	None	
Approval of the March 14, 2018 Regular Meeting Minutes	Motion by Smith; Second by Mohr The Manistee DDA hereby approves the Regular Meeting Minutes of March 14, 2018 as presented.	Approved
Committee & Director Reports	The committee chairs and executive director did a brief review of the committee minutes included in the board packet.	
Financial Statements	Motion by Bergstrom; Second by Goodman The Manistee DDA hereby approves the March 2018 Financial Statements excluding the March expenditure report that was dated March 2017 in error. The March expenditure report will be included in the May Board meeting packet for approval. A request was made by Lind that the Event Revenue section on Page 1 of the financial statement should be consistent in the language used for each event breakdown in the future.	Approved
Fiscal Year 2018/2019 Budget Approval	Motion by Lind; Second by Bergstrom The Manistee DDA hereby approves the Fiscal Year 2018/2019 Budget with a change of reducing the downtown dollars expense to balance the budget. Leppanen to present to City Council at the next meeting.	Approved
401 River Street Façade Grant	Motion by Goodman; Second by Bergstrom The Manistee DDA hereby approves the façade grant application for 401 River Street.	Approved
Women’s Wine and Chocolate Event Liquor Licenses	Motion by Smith; Second by Mohr The Manistee DDA hereby approve six liquor licenses for the Women’s Wine and Chocolate Event.	Approved
HOP and PROPS Event Liquor License	Motion by Smith; Second by Mohr The Manistee DDA hereby approves the liquor license for the HOP and PROPS event.	Approved

Manistee Downtown Development Authority Board Meeting Minutes – April 11, 2018

Adjournment

Motion by Mohr; Second by Lind

Approved

The Manistee DDA meeting adjourned at 1:30 p.m.

Signature/Date

Design Committee

Barry Lind

Jeff Reau

Denise Blakeslee

Stacie Bytwork

Colleen Kenny

Jeff Mikula

Janet Duchon

Kyle Mosher

Shari Wild

Time: 3rd Thursday of the month at 8:00am

Location: Chamber

*Indicates new members

Focus Area 3 - 2018: Continue to improve the physical aesthetics and leverage the historic character of the downtown area.

Strategy	Timing	Status
Improve Parking Signage	Fall 2018	Need to determine where these will be placed.
MSU SBEI Project Follow Through	Final presentation is in April 2018.	Working on obtaining cost estimates for projects identified in MSU project. Final presentation is May 14 at 7pm.
Garbage Removal		Suggested to change pick up days from Monday and Thursday to Tuesday and Friday so trash is not out over the weekend.
Update Façade Grant Process	March 2018	Committee will approve grant applications that score above 80% on the scoring sheet.

Marketing & Promotions Committee

Rachel Brooks

Chelsea Harvey

Carrie Mosher

Lindsey Swidorski

Nicole Knapp

Mary Nezki

Lee Trucks

Cherri Koblinski

Vicki Cooper

Shelley Doyen

Diana Wall

Time: 3rd Wednesday of the month at 8am

Location: The Fillmore

Focus Area 4 - 2018: Sell the image of Downtown Manistee to visitors, shoppers, and potential new businesses.

Strategy	Timing	Status
Reorganize and propose marketing and promotions budget.	Complete	Event chairs were asked to provide revenue and expenses by the next committee meeting.
Reorganize Committee structure	Complete	Events are to be planned and executed by the chairs of the respective events. The Marketing and Promotions Committee will get updates from the event chairs but the meetings will be more focused on marketing.

Other: The Committee is working on a plan to have co-op advertising similar to what was done in the past.

Marketing & Promotions Meeting

18 April 2018 / 8:30 AM / FILLMORE

Attendees

Vicki Cooper, Tyler Leppanen, Chelsey Harvey, Nicole Knapp, Mary Neski, Rachel Brooks, Cathy Lakos Cherri K, Shelly

Agenda

Last Meeting Follow-up

- 1.
- 2.

Notes

- Public Comment
- Co-Op Advertising
 - Teresa was going to be giving an update but was not able to make it, she sent along some notes (see below *) and is also meeting with the Creative Team to give us more information
 - *1200 per business (1000, DDA would put in 200), broadcast on TV in the morning
 - *Proposed dates - June to November
 - June/July/August - target 2nd home owners
 - Sept/Oct/Nov - target locals
 - *Broadcast TV (9&10 news - in programming such as Morning/Evening News) METV/Fox 32
 - *Digital - video preroll
 - Shelley advocated that utilizing TV especially during the news is a great asset to reaching those who have 2nd homes, etc. because they actually watch the news.
 - The primary focus would be getting people in our shops
 - The question is how many spots would be given, Teresa will be at a digital meeting on Friday April 20 @ 8 am in City Hall
 - It was proposed to change the date span; film the commercials in the summer and have the commercials start over the fall into the winter: Mid October - Mid April only do TV (and keep out digital, this can be asked of Teresa on what it is)

- That way we can be filmed during the summer with more people
 - If the investment occurs, Teresa would be the one reaching out to the businesses for participation
 - How many businesses need to commit for this to occur?
 - 7500 advertising budget from DDA (currently, budget has not been next approved) - billboards options?
 - Right before Ludington on the Freeway?
 - How far away is still effective?
 - Cost tends to be debatable depending on location, length, artwork design etc.
 - Bold and fun/intriguing - include the website
 - Consistent message and brand (paired with whatever our theme is with the TV commercials)
 - Email marketing?
 - As an example Stormcloud does it, just subscribe etc.
 - The drawback is it needs someone to keep up the blasts to be creative, etc.
 - Entering data entry, gathering the emails (constant contact is the database)
 - An intern or utilizing the 2500 that is in the budget to hire it out
- Chocolate Walk Update
 - Facebook and Radio advertising
 - Posters are at the locations that are selling tickets
 - May 12th from 2 pm - 5 pm
 - *There had been some sort of issue with Blue Fish as the ending point with giveaways/raffle and someone had been called
- Other Business
 - Downtown Dollars
 - Snyders is offering to sell them, and Sunrise Fabric - who makes the decision on where they can be sold.
 - 23,000 last year in sales
 - Get them online for sales
 - Credit Card sales only through DDA
 - Maps - Nicole is coordinating
 - Trifold & Shiny
 - Sponsorship Forms have been printed will be sent out and distributed to past

Action Items

1. Gather more info on things like billboard location, marketing ideas, etc.
2. Crystal Mountain magazine - potential advertising platform

Next Meeting Agenda

Meeting Adjourned - am

Business Development Committee Members

Valarie Bergstrom

Tamara Deponio

Stacie Bytwork

Brandon Ball

Denise Blakeslee

Darrell Burchfield

Simone Scarpace

Tom Hinman

Kathryn Kenny

Lisa Leedy

New members are indicated by *

Time: 4th Wednesday of the month at 8:30am

Location: Chamber

Focus Area 2 - 2018: Increase business occupancy in existing buildings and retain or expand current businesses.

Strategy	Timing	Status
Recommend zoning changes to C-3 District to encourage more types of use.	Committee should submit recommendations to Board by March 14, 2018	Zoning changes are on the agenda for this meeting. Next step would be to send to Planning Commission for their consideration and then the City Council.
Spark Manistee Business Competition	Fall of 2018	Contacting sponsors. We have a title sponsor and looking for two more sponsors to help with marketing and event costs. Once website is completed we will accept business ideas.
Explore options to assist small business owners or start-ups to open their business through S.C.O.R.E. or other similar programs.		A meeting for mentors is scheduled for June 8.

Business Development Committee Meeting Minutes

Wednesday, April 25, 2018 at 8:30 a.m.

Location: Manistee Chamber of Commerce

Committee Members: Denise Blakeslee, Stacie Bytwork, Valarie Bergstrom, Lisa Leedy, Brandon Ball, Tom Hinman & Tyler Leppanen

Absent: Darrell Burchfield, Tamara DePonio, Simone Scarpace, and Kathryn Kenny

Others Present: Christina Karnisz

Agenda	Minutes
1. Welcome & Call to Order	Meeting called to order at 8:30 a.m.
2. Approval of Minutes	Motion Ball; Second Bytwork Approved
3. Approval of Agenda	Motion Ball; Second Bytwork Approved
4. Brief Update from other committees & Executive Director including current status of identified downtown properties and 2018 DDA Board Strategic Objectives	MSU Extension Final Presentation tentatively planned for May 14. Committee should plan to attend. Three new businesses planned in downtown.
5. Zoning Ordinance Recommendation	Motion Ball; Second Bytwork Approved Leppanen reviewed the current downtown zoning and the committee agreed on possible hangs. The changes are noted on the attached zoning summary document. Recommendations to be presented to the DDA Board.
6. Update on SCORE and Spark Manistee	Luncheon Meeting tentatively planned for June 1 or June 8 to share commitment for possible SCORE mentor that will be held by Tom Hinman. Committee members are encouraged to send possible mentor names to Leppanen. Primary Sponsor has been identified for Spark Manistee.
7. Other Business	None
8. Next Meeting Date	Wednesday, May 23, 2018 at 8:30 a.m.
9. Adjournment	Meeting adjourned at 9:30 a.m.

Attachments: Zoning Summary, Zoning Definitions and April Committee Minutes for approval

Redevelopment Committee

T. Eftaxiadis

Todd Mohr

Brandon Ball

Thad Taylor

Lynda Beaton

Steve Brower

Time: 1st Monday of the month at 3pm

Location: Ramsdell Inn Lobby

Focus Area 1 - 2018: Lead and promote the development of under-utilized buildings and spaces in the downtown core.		
Strategy	Timing	Status
Explore options for DDA Board to consider to assist small or inexperienced developers and promoting use of tax abatement and grant opportunities to redevelop vacant upper stories.	Options should be presented to the Board by March 14, 2018.	Eftaxiadis is working on an RFP for cost sharing conceptual architectural services.
Solicit requests for proposals for the American Cleaners property.	Complete	All environmental assessment work is completed.
Facilitate a smooth process for developers to work through approval process with the City and other relevant agencies.	Ongoing.	
Prioritize sites the committee will focus on.	Prioritized list should be presented to the Board by March 14, 2018.	

Other: The committee selected three sites to propose to the Chamber for the “Developer Day” they are putting together. The MEDC will give three renderings for properties for free as proposed through RRC. The three sites the committee selected were 61 Filer, 355 River, and 453 River since those properties do not have renderings completed for them in past projects.

The committee also asked Brandon Ball and myself to put together a presentation on Obsolete Property Rehabilitation Act and Commercial Rehabilitation Act to the City Council.

The committee also asked me to look into the requirements for a USDA revolving loan.

TIF Committee

Barry Lind

T. Eftaxiadis

Jim Smith

Karen Goodman

Time: As needed.

Food Truck Committee

Jim Smith

Karen Goodman

Todd Mohr

Time: As needed.

DOWNTOWNMANISTEE

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DDA Director's Report **May 4, 2018**

- I attended three City Council meetings this month all relating to budget discussions. The City Council plans to adopt our budget as presented on May 15. I also attended a Harbor Commission meeting.
- I also went to my training for the Michigan Economic Developers Association on April 12 and April 13. The training was for Managing an Economic Development Organization.
- I was in contact with 3 new businesses this month. I have been in contact with several other businesses that have previously expressed interest.
- Four businesses are opening this month. Anomalous (Art Gallery) is opening May 12, Manistee Beverage Company is open and having a grand opening on May 25, Manistee Bridal is opening May 21, and Boat, Scoot and Boogie is opening on May 18 or shortly after.
- MSU Final Presentation is on May 14 at 7pm. I hope to see Board Members there and bring a friend or two.
- There was a merchant meeting on May 4 with Teresa Kieffer from 9&10 News presenting about co-op advertising.
- The downtown shuttle stop for the Little River Casino is moving forward. I am waiting for what they want on the sign.
- Website work has been contracted out and should be completed shortly.
- I did not apply for a Community Foundation grant for the Riverwalk. The Manistee Community Foundation had indicated they only wanted to see one grant request from the City and DDA. With the damage to the docks at the City Marina it made the most sense for them to apply for that. However, Spicer did a structural assessment of the Riverwalk and found it to be structurally sound. They gave me cost estimates for improvements to the Riverwalk including staining the surface with non-slip material, painting and other improvements that we can use to apply next year.

DOWNTOWNMANISTEE

michigan

DATE: May 4, 2018
TO: DDA Board
FROM: Tyler Leppanen
RE: Fiscal Year 2017-2018 Amended Budget

The amended budget has three columns showing the approved budget amount, year-to-date, year end projections (what I am projecting to spend until the end of the fiscal year June 30), and the amended budget. Below I detailed some items that I thought Board members may have questions on.

For TIF Revenue the year end projection will be higher than what is shown, but I do not want to project higher until I receive the delinquent tax payments.

Miscellaneous Income includes reimbursements from the IRS and charges for advertising businesses on Facebook. I am also projecting to receive \$2,000 in revenue for advertising in the downtown map.

Penalties and Interest is a result of IRS penalties from 2015 payroll taxes filed incorrectly.

Accounting has been discussed many times and we have made changes to our accountants and I believe moving forward this should stay within the budgeted amount.

MSU SBEI exceeded the budgeted amount because I did not account for rental fees at the locations needed to do the public input sessions.

The Board approved two amendments in FY 2017/2018 that were anticipated to pull from fund balance in the amount of \$8,000. One was for the MSU SBEI in the amount of \$7,500 and the second was for \$500 for TGIF Manistee.

With revenues and expenditures exceeding the budgeted amount I am projecting a slight surplus without using fund balance.

Manistee City

DDA 2017-2018 Amended Budget

	Board Approved Budget	Year-to-Date	Year End Projections	Amended Budget
TIF Revenue	\$ 259,077.00	\$ 217,595.45	\$ 41,000.00	\$ 258,595.45
Delinquent Personal Property Taxes				\$ -
Delinquent Taxes				\$ -
Total TIF Revenue	\$ 259,077.00	\$ 217,595.45		\$ 258,595.45
Small Taxpayer Exemption on Personal Property	\$ 18,000.00	\$ 23,230.34		\$ 23,230.34
Misc. Rev				
Interest Income	\$ 100.00			\$ -
Event Merchandise		\$ -		\$ -
Misc. Income		\$ 401.33	\$ 2,000.00	\$ 2,401.33
Loan Application Fees				\$ -
Hanging Baskets Sponsors		\$ -		\$ -
Tree Sponsors		\$ -		\$ -
Holiday Decoration Sponsors		\$ -		\$ -
Grants		\$ -		\$ -
Fund Balance		\$ -		\$ -
Total Misc. Revenue	\$ 100.00	\$ 401.33		\$ 2,401.33
Total Revenue	\$ 277,177.00	\$ 241,227.12		\$ 284,227.12
Required Expenditures				
Payroll	\$ (65,000.00)	\$ (50,469.53)	\$ (9,833.00)	\$ (60,302.53)
Relocation	\$ -	\$ -		\$ -
Admin	\$ -	\$ -		\$ -
Bond Payment	\$ (140,000.00)	\$ (132,175.00)	\$ (5,300.00)	\$ (138,500.00)
Insurance	\$ (1,800.00)	\$ (1,812.60)		\$ (1,812.60)
Penalties and Interest	\$ -	\$ (371.00)		\$ (371.00)
Reimbursement - City Manager	\$ -	\$ -		\$ -
Bank Service Charge	\$ (100.00)	\$ (148.00)		\$ (148.00)

Manistee City

DDA 2017-2018 Amended Budget

	Board Approved Budget	Year-to-Date	Year End Projections	Amended Budget
Total Required	\$ (206,900.00)	\$ (184,976.13)	\$	\$ (201,134.13)
Office Related				
Phone	\$ -	\$ (4.52)	\$ -	\$ (4.52)
Meeting Refreshment	\$ -	\$ -	\$ -	\$ -
Credit Card	\$ (200.00)	\$ (22.56)	\$ -	\$ (22.56)
Training	\$ (1,250.00)	\$ (1,115.00)	\$ -	\$ (1,115.00)
Printing & Reproduc	\$ (250.00)	\$ (69.00)	\$ (181.00)	\$ (250.00)
Misc	\$ (300.00)	\$ (444.72)	\$ -	\$ (444.72)
Membership due	\$ (430.00)	\$ (290.00)	\$ (150.00)	\$ (440.00)
Advertising	\$ (300.00)	\$ -	\$ (200.00)	\$ (200.00)
Rent	\$ -	\$ -	\$ -	\$ -
Postage	\$ (350.00)	\$ -	\$ (100.00)	\$ (100.00)
Office Supplies / Equip	\$ (1,000.00)	\$ (405.09)	\$ (100.00)	\$ (505.00)
Travel	\$ (1,000.00)	\$ (348.52)	\$ -	\$ (348.52)
Business Expo	\$ -	\$ -	\$ -	\$ -
Total Office Expenditures	\$ (5,080.00)	\$ (2,699.41)	\$	\$ (3,430.32)
Prof. Services				
TIF Plan Redevelop	\$ (500.00)	\$ -	\$ -	\$ -
Annual Audit	\$ (1,750.00)	\$ (1,750.00)	\$ -	\$ (1,750.00)
Local Banks (\$25,000 Loan)	\$ -	\$ -	\$ -	\$ -
IRP Loan Program	\$ -	\$ -	\$ -	\$ -
Revolving loan Fund	\$ -	\$ -	\$ -	\$ -
Accounting	\$ (3,000.00)	\$ (5,040.00)	\$ (1,860.00)	\$ (6,900.00)
Legal Fees	\$ (1,000.00)	\$ (1,075.00)	\$ -	\$ (1,075.00)
Total Professional Services	\$ (6,250.00)	\$ (7,865.00)	\$	\$ (9,725.00)
Maintenance				
City Allocation	\$ (22,000.00)	\$ (22,000.00)	\$	\$ (22,000.00)

Manistee City

DDA 2017-2018 Amended Budget

	Board Approved Budget	Year-to-Date	Year End Projections	Amended Budget
Cross Walks	\$ -	\$ -		
Downtown Maint	\$ -	\$ -		
Total Maintenance	\$ (22,000.00)	\$ (22,000.00)		\$ (22,000.00)
<u>Beautification</u>				
Trees	\$ -			
Hanging Baskets + Watering	\$ (13,000.00)	\$ (5,775.00)	\$ (7,225.00)	\$ (13,000.00)
Landscaping	\$ (18,000.00)	\$ (18,000.00)		\$ (18,000.00)
Holiday Decorations	\$ (8,000.00)	\$ (9,045.75)		\$ (9,045.75)
Façade Grant	\$ (10,000.00)	\$ (5,000.00)	\$ (5,000.00)	\$ (10,000.00)
Flowers	\$ -	\$ -		
Total Beautification	\$ (49,000.00)	\$ (37,820.75)		\$ (50,045.75)
<u>Projects</u>				
Strategic Planning Facilitation	\$ -		\$ -	\$ -
Loop Signage	\$ -			\$ -
MSU SBEI	\$ -	\$ (5,303.32)	\$ (2,850.00)	\$ (8,153.32)
Little River Casino Shuttle Stop Sign	\$ -	\$ -	\$ (300.00)	\$ (300.00)
Redevelopment Liquor Licenses	\$ -			\$ -
Contract with Revitalize LLC	\$ (500.00)		\$ (500.00)	\$ (500.00)
Marketing & Incentivizing Residential Space	\$ -			\$ -
Educational Series	\$ (500.00)			\$ -
Recruitment Team	\$ -	\$ -	\$ (500.00)	\$ (500.00)
Conceptual Plans	\$ -		\$ -	\$ -
Business Assistance - other	\$ -			\$ -
Property Acquisitions	\$ -			\$ -
Contribution Farmer's Market	\$ -			\$ -
Downtown Dollars	\$ (900.00)	\$ (205.00)	\$ (195.00)	\$ (400.00)
Total Projects	\$ (1,900.00)	\$ (5,508.32)		\$ (9,853.32)

**Manistee City
DDA 2017-2018 Amended Budget**

	Board Approved Budget	Year-to-Date	Year End Projections	Amended Budget
<u>Volunteers</u>				
Volunteer Appreciation	\$ -			\$ -
Volunteer Recruitment	\$ -	\$ -		\$ -
Total Volunteer Expenditures	\$ -	\$ -		\$ -
<u>Advertising</u>				
Revenue Co-Op	-	\$	-	\$ -
Promo Expense Pass Through	-	\$	-	\$ -
Co-Op Advertising	-	\$	-	\$ -
Facebook Advertising	-	\$ (71.00)		\$ (71.00)
Promotions PSA's	-			
PR	-	\$		
Advertising	(3,100.00)	\$	(200.00)	\$ (3,224.00)
Newsletter + Mailing	(300.00)	\$ (3,024.00)		\$ (300.00)
Retainer for Rightside Design (promotions)	-			
Website Redevelopment	(1,000.00)	\$	(800.00)	\$ (800.00)
MSDDA Website (hosting)	-			
Downtown brochure	-	\$	(2,000.00)	\$ (2,000.00)
Total Advertising	\$ (4,400.00)	\$ (3,095.00)		\$ (6,324.00)
Total Expenditures	\$ (295,530.00)	\$ (263,964.61)		\$ (302,512.52)
Income/Loss before Events	\$ (18,353.00)	\$ (22,737.49)		\$ (18,285.40)
<u>Events</u>				
Wine & Chocolate Walk Rev	\$ 6,300.00			\$ 4,470.00
Wine & Chocolate Walk Exp	\$ (4,329.00)			\$ (2,500.00)
	\$ 1,971.00			\$ 1,970.00
Frostbite Sponsorships	\$ 1,000.00			\$ 1,100.00

Manistee City

DDA 2017-2018 Amended Budget

	Board Approved Budget	Year-to-Date	Year End Projections	Amended Budget
Frostbite Saturday Exp	\$ (660.00)	\$ -		\$ (961.00)
	\$ 340.00	\$ -		\$ 139.00
Side Walk Sales Rev	\$ -	\$ -		\$ -
Sidewalk Sales Exp	\$ (500.00)	\$ -		\$ (354.00)
	\$ (500.00)	\$ -		\$ (354.00)
Hops & Props Rev	\$ 33,500.00			\$ 40,632.00
Hops & Props Exp	\$ (21,500.00)			\$ (26,207.00)
	\$ 12,000.00	\$ -		\$ 14,425.00
Boos, Brews & Brats Rev	\$ 9,500.00			\$ 6,276.00
Boos, Brews & Brats Exp	\$ (6,500.00)			\$ (3,840.00)
	\$ 3,000.00	\$ -		\$ 2,436.00
Sleighbell Weekend Rev	\$ 21,500.00			\$ 11,300.00
Sleighbell Weekend Exp	\$ (20,000.00)			\$ (10,230.00)
	\$ 1,500.00	\$ -		\$ 1,070.00
TGIF Manistee Rev	\$ -			\$ 650.00
TGIF Manistee Exp	\$ -			\$ (702.00)
	\$ -	\$ -		\$ (52.00)
Men's & Ladies Night Rev	\$ 500.00			\$ 1,100.00
Men's & Ladies' Night Exp	\$ (300.00)	\$ -		\$ (844.00)
Other Event	\$ 200.00	\$ -		\$ 256.00
Event Income/(Loss)	\$ 18,511.00	\$ -		\$ 19,890.00
Total Income/(Loss)	\$ 158.00	\$ (22,737.49)		\$ 1,604.60

DOWNTOWNMANISTEE

michigan

DATE: May 4, 2018
TO: DDA Board
FROM: Tyler Leppanen
RE: C-3 Zoning Recommendations

Valarie has prepared a chart of the changes to the C-3 Zoning that the Business Development Committee is recommending. She also has a presentation that she has prepared.

Business Development Committee Zoning Change Recommendations

R = Use by right

SLU = Use Permitted as Special Land Use (*indicates = Use Permitted as Special Land Use on Key Street Segment)

Uses	Current	Business Development Committee Recommendation
Animal Grooming	Not permitted	R
Day Care, Commercial	Not permitted	R
Day Care, Group	Not permitted	R
Duplex	SLU	R
Dwelling Accessory	Not permitted	R
Educational Facility	Not permitted	R
Laundry & Dry-Cleaning Establishment	SLU	R
Motel	Not permitted	SLU
Parking Facility	SLU	R
Sports & Recreation Club	SLU*	R
Tattoo Parlor	Not permitted	R
Veterinary Clinic	Not permitted	R