

**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
<b>Call to Order</b>	Meeting called to order by R. Brooks at 12 noon.	
<b>Approval of Agenda</b>	Motion by Mohr; Second by Goodman The Manistee DDA hereby approves the agenda.	Approved
<b>Public Comment:</b>	None	
<b>Approval of the March 14, 2018 Regular Meeting Minutes</b>	Motion by Smith; Second by Mohr The Manistee DDA hereby approves the Regular Meeting Minutes of March 14, 2018 as presented.	Approved
<b>Committee &amp; Director Reports</b>	The committee chairs and executive director did a brief review of the committee minutes included in the board packet.	
<b>Financial Statements</b>	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.	Approved
	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.	
<b>Fiscal Year 2018/2019 Budget Approval</b>	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.	Approved
	Leppanen to present to City Council at the next meeting.	
<b>401 River Street Façade Grant</b>	Motion by Goodman; Second by Bergstrom The Manistee DDA hereby approves the façade grant application for 401 River Street.	Approved
<b>Women’s Wine and Chocolate Event Liquor Licenses</b>	Motion by Smith; Second by Mohr The Manistee DDA hereby approve six liquor licenses for the Women’s Wine and Chocolate Event.	Approved
<b>HOP and PROPS Event Liquor License</b>	Motion by Smith; Second by Mohr The Manistee DDA hereby approves the liquor license for the HOP and PROPS event.	Approved



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**Adjournment**

Motion by Mohr; Second by Lind  
The Manistee DDA meeting adjourned at 1:30 p.m.

Approved

**Signature/Date**