

**Manistee Downtown Development Authority Board Meeting Minutes – June 13, 2018**

Present: Valarie Bergstrom, Rachel Brooks, Tamara DePonio, T Eftaxiadis, Barry Lind, Tyler Leppanen, Todd Mohr, Mayor Jim Smith and Shari Wild

Excused Absence: Karen Goodman

Agenda Item	Discussion	Decision/ Recommendation
<b>Call to Order</b>	Meeting called to order by Barry Lind at 12:05 p.m.	
<b>Approval of Agenda</b>	Motion by Wild; Second by Eftaxiadis The Manistee DDA hereby approves the agenda with modifications.	Approved
<b>Public Comment:</b>	None	
<b>Approval of Public Hearing</b>	Motion by Wild; Second by Lind The Manistee DDA hereby opens the meeting for a public hearing on the fiscal year 2018/2019 Budget.	Approved
<b>Public Hearing Comment</b>	None	
<b>Approval to close Public Hearing</b>	Motion by Eftaxiadis; Second by Wild The Manistee DDA hereby approves closing the public hearing on the fiscal year 2018/2019 Budget.	
<b>Approval of May 9, 2018 Regular Meeting Minutes</b>	Motion by Eftaxiadis, Second by Mohr The Manistee DDA hereby approves the Regular Meeting Minutes of May 9, 2018 with a correction of adding an excused absence of the following board members including Wild, Brooks and Eftaxiadis to the May Meeting minutes.	Approved
<b>May Financial Statements</b>	Motion by Lind; Second by Wild The Manistee DDA hereby approves the May 2018 Financials without the May check register.	Approved
<b>Committee &amp; Director Reports</b>	<p>The committee chairs and executive director did a brief review of the committee minutes included in the board packet. An executive committee meeting update was given by Lind that focused on the future direction of DDA events.</p> <p>A review of the current committee structure was discussed. Committee chairs will make recommendation on the committee structure at the next meeting.</p> <p>A list of blighted properties will be prioritized and turned over to the city manager compiled by the design committee.</p> <p>Food trucks were also discussed, and the Executive and Economic Development Director was asked to amend the DDA policy to include the marina and review the current fees for permits on street parking.</p>	

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<b>Old Business</b>	None	
<b>New Business</b>		
<b>Fiscal Year 2017/2018 Adoption</b>	Motion by Lind; Second by Mohr The Manistee DDA hereby adopts the Fiscal Year 2018/2019 Budget.	Approved Bergstrom – Aye Brook -- Aye DePonio-- Aye; Eftaxiadis—Aye Lind—Aye Mohr – Aye Smith – Aye Wild -- Aye
<b>Draft Development Plan and Tax Increment Financing Plan</b>	Motion by Smith; Second by Mohr The Manistee DDA hereby approves the draft Development Plan and Tax Increment Financial Plan as presented.	Approved
<b>Garbage Removal on River Street</b>	The Executive and Economic Development Director memo with recommendations from the design committee was reviewed with the board for discussion due to the complaints of several downtown business owners. The committee made a temporary and more permanent recommendation.	
<b>Executive and Economic Development Director Performance Review</b>	Chair Brooks asked for volunteers to review the past performance review form and make recommendations on possible revisions. Bergstrom and Wild volunteered to start the process and come back with recommendations.	
<b>Adjournment</b>	Motion by Smith; Second by Mohr The Manistee DDA meeting adjourned at 1:50 p.m.	Approved

**Signature/Date**