

**MANISTEE DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING MINUTES OF DECEMBER 30, 2019  
8:00 A.M., MANISTEE CITY HALL**

PRESENT: Valarie Bergstrom, Tamara DePonio, Barry Lind, Kyle Mosher, Thad Taylor, Karen Goodman

EXCUSED ABSENCE: Rachel Brooks, Jodi Walter, T. Eftaxiadis

ALSO PRESENT: Caitlyn Berard, James Grabowski, Marc Miller (Manistee Economic Development Council), Jeff Dontz (Manistee Economic Development Council).

**CALL TO ORDER.**

Meeting called to order by the Co-Chair at 8:03 a.m.

**APPROVAL OF AGENDA.**

*MOTION* by Thad Taylor, second by Valerie Bergstrom to adopt the agenda as presented. Voice vote—Motion approved.

**PUBLIC COMMENT.**

None

**UNFINISHED BUSINESS.**

- a.) **Action: Consideration of the Manistee DDA and City of Manistee Service Agreement.**

Committee's proposed changes to City's draft document were outlined and discussed. Discussion included definition of maintenance, clarification of basic and enhanced services, and amount to be paid for agreement vs. what is already in the budget. Karen Goodman to clarify with City.

Karen Goodman to represent the DDA to negotiate/finalize Service Agreement with the City. Draft with DDA changes marked to be given to the City Council for their review.

- b.) **Action: Consideration of the Manistee DDA and Chamber Economic Development Agreement.**

Marc Miller thanked the Committee for the work that was put into drafting this agreement. He spoke to the changes the Manistee Economic Development Council and Chamber of Commerce would like to make to the Committee's draft agreement but felt that all the details could be worked out.

Discussion of agreement and proposed changes commenced. Karen Goodman will meet with Marc Miller to negotiate/finalize agreement.

**BOARD COMMENT.**

Thad Taylor reminded Board of time crunch of getting these agreements approved.

Co-Chair Kyle Mosher announced that Rachel Brooks has resigned from the DDA Board effective December 27, 2019. City Clerk will advertise the opening on the Board and the election of Board Chair will be added to the January 8 agenda.

**PUBLIC COMMENT.**

Jeff Dontz – spoke to the ongoing cooperation with the Economic Development Council and the larger community. Marc Miller is providing emailed updates to City Council weekly and updates are regularly communicated in many ways through day to day interactions. Focus is on the work being done. Each organization does work within their own boundaries but boundaries always cross, the health of one impact all.

**ADJOURN.**

Next meeting is scheduled for Wednesday, January 8, 2020 at 8 a.m. in the City Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

*MOTION* by Thad Taylor **to adjourn at 8:49 a.m.**

Kelly McColl  
Acting Recording Secretary