

**MANISTEE DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES OF SEPTEMBER 9, 2020  
8:00 A.M., MANISTEE CITY HALL**

PRESENT: Tamara DePonio, Barry Lind, Kyle Mosher, Thad Taylor, Jodi Walter, James Beaudrie, Bruce Allen, Kenneth Urban

EXCUSED ABSENCE: Karen Goodman

ALSO PRESENT: Stacie Bytwork, Manistee Area Chamber of Commerce President; Kevin Kardel, HAGE Auto; Brant Cohen, Michigan Development Associate; Tyler Leppanen, Little River Holdings Chief Operating Officer; Tom St. Dennis, LRBOI Attorney; Nathan Watson, President of CL Real Estate Development; Marc Miller, Economic Development Director.

**CALL TO ORDER.**

Meeting called to order by the Chair at 8:05 a.m.

**APPROVAL OF AGENDA.**

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

**PUBLIC COMMENT.**

None

**APPROVAL OF MINUTES.**

*MOTION* by Barry Lind, second by Thad Taylor to approve the minutes from the August 12, 2020 regular meeting. Voice vote—Motion approved.

**APPROVAL OF FINANCIAL REPORTS.**

Reviewed the August Financials. Tamara DePonio advised Board that *Keep the Lights On* account has been closed and balance was transferred to the General Fund. *Land Acquisition* balance was transferred to that account and the *Façade* account will be closed as soon as possible. She also questioned a recurring payment from the General Fund to Michigan Business Tax, still in a former director's name. Board advised her to check into updating the contact person and check with Connie Tewes regarding the purpose of the payment.

**Consensus:** wait to approve the August Financial Reports until the October meeting as the Board had just received them and have not had the opportunity to review.

**COMMITTEE REPORTS.**

Design Committee – Barry Lind

- Met on 9/8/2020
- Downtown dumpster corrals are complete. Waiting for City Staff to update billing/fees for the downtown and Council approval to update the ordinance.
- Two capital projects from last year are continuing with funding from this fiscal year – repainting metal refuse cans and planters and leveling street pavers.
- Summer decorations are coming down next week.
- Banners will remain up until holiday decorations go up.
- Looking to update City sign in the Downtown District with new City branding. Discussion in the meeting around City updating other signs in collaboration with the DDA.

**MANISTEE AREA CHAMBER OF COMMERCE REPORT** – Stacie Bytwork, President

- Thanked all that worked on the agreement between the DDA and Chamber – excited to be working together.
- Agreement was signed on September 1, 2020 - Chamber team preparing to take on the DDA, centralize and streamline the operations.
- Marc Miller represents the Economic Development side and Kristina Bajtka has been meeting with the downtown merchants bi-weekly – getting to know them and their needs.
- Chamber will be working on creating a database of the downtown merchants to help open lines communication.
- Will be working closely with Kyle Mosher on office operations.

**OLD BUSINESS.**

a.) **Presentation of HAGE Auto AV Charging - Kevin Kardel, HAGE Auto**

**Discussion included:**

- No charge to City and includes revenue sharing.
- Two parking spots to start – City Council asked for DDA input on location. Consensus: Memorial Drive Parking Lot and Lot adjacent to Dick’s Barber Shop.
- Universal adaptors.
- Reserved parking spaces for electric cars is handled through traffic control, enforceable by police – no ordinance necessary.
- Short lead time to add other chargers, when necessary.

**NEW BUSINESS.**

a.) **Presentation of the Gateway Project – CL Development and Little River Holdings**  
**Discussion included:**

- Project must be economically sustainable, transformative, and fun. “Big Ideas, Small Towns.”
- Development open and prominent as you drive through Manistee on US-31.
- Encourage longer stays.
- Provide event space.
- Provide business incubator space – which would hopefully lead business to find permanent store front space.
- Job creation – both direct and indirect.
- Draw more people Downtown, which would increase viability of new business.
- Timeline of construction – hoping for 2021.
- Transformational project for this community.
- Will a management company be running businesses? – yes but all decisions have not been made.
- Share of the tax base – gap financing.

**PUBLIC COMMENT.**

None

**BOARD COMMENT.**

Thad Taylor – Development interest is a result of a Developers Day hosted by Chamber about two years ago put on by the Manistee Area Chamber of Commerce. With their help Manistee has retained the attention of the Hollander Project developers. The Chamber is an asset and thankful for all they do.

Barry Lind – Thank you to Stacie Bytwork and her staff at the Manistee Area Chamber of Commerce for helping to bring the Chamber and DDA together. Working together we can accomplish a lot.

The Board has not been involved in the Merchant Meetings for a while. Sees a growing disconnect (Ken Urban offered to attend meetings).

Jodi Walter – Questioned the new development’s plans for property management. As a member of the LRBOI and an employee of the Casino this is important to her. Would like to see all tribal interests succeed. Stacie Bytwork suggested Marc Miller could ask specific questions she may have to the LRH and CL Development.

**ADJOURN.**

Next meeting is scheduled for Wednesday, October 14, 2020 at 8 a.m. in the City Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

*MOTION* by Thad Taylor **to adjourn at 8:56 a.m.**

Kelly McColl  
Acting Recording Secretary