

**MANISTEE DOWNTOWN DEVELOPMENT AUTHORITY  
WORK SESSION MINUTES OF DECEMBER 1, 2021  
8:30 A.M., WSCC EDUCATION CENTER  
400 RIVER STREET, MEETING ROOM B**

PRESENT: Tamara DePonio, Kyle Mosher, Jodi Walter, Bruce Allen, Annie Jacobson, Kelly Greve, Deanna Marsh

EXCUSED ABSENCE: Bill Gambill, Karen Goodman

ALSO PRESENT: Kristina Bajtko, Ed Bradford – Finance Director, Barry Lind – PEG Commission

I. **CALL TO ORDER.**

Meeting called to order by the Chair at 8:33 a.m.

II. **APPROVAL OF AGENDA**

*MOTION* by Bruce Allen, second by Jody Walter to approve the agenda as presented.  
Voice Vote – Motion approved

II. **WORK SESSION ITEMS.**

a.) Public Comment on Work Session Related Items.  
None

b.) Discussion on DDA Capital Improvement Projects, Bond Priorities, Riverwalk, and River Street Placemaking – Board Chair Kyle Mosher

Discussion included:

- Bonding for \$1.5 mil.
- West Shore Community College time frame for Riverwalk Plaza contributions.
- Streetscape – partner with the City and look at property assessments and do streetscape replacements. Current streetscape looks tired and needs to be updated to attract investors.
- River Street as public space – drawing vendors, artists, people to enjoy the spaces.
- Updates to streetscape are in line with the TIF plan.
- Holding property owners accountable for upkeep/blight.
- Limited funds – River Street vs Riverwalk.
- Bonding process – Notice of Intent starts the clock.

- Direction to Staff – Engage City Council and form work group to advise DDA board and City Council on direction/scope of project.
- Council and public input is necessary.
- Property assessment.
- Bonding timeline includes structured period after Notice of Intent issued but should take less than 6 months once started.

c.) Other

Is there support offered to merchants, such as seminars or workshops? Chamber is working on a program with a Customer Service grant. Economic Development tab on the Chamber of Commerce's website has the sessions from the Entrepreneurial Day.

III. ADJOURN.

Adjourned at 9:14 a.m.

Kelly McColl  
Acting Recording Secretary