

**RECORD OF
DOWNTOWN DEVELOPMENT AUTHORITY/GRAYLING MAIN STREET
PROCEEDINGS REGULAR MEETING HELD ON THE
12th DAY OF NOVEMBER, 2020
1020 CITY BOULEVARD, GRAYLING, MICHIGAN**

I. Meeting called to order by Matthew Shaw at 9:30 A.M.

II. Roll Call

Members Present: Shaw, Podjaske, Tremonti, Swander, LaFontaine, Pettyjohn
Via Conference/Video Call In: Baum
Members Absent: Millikin
Also, in attendance: Main Street Manager Gosling, City Clerk/Treasurer Johnson

III. Public Comment – None

IV. Approval of Agenda

Gosling asked to have Board Application from Kyle Stonehouse added to new business.

20-060

Moved by Pettyjohn seconded by Swander to approve the Agenda with the addition of Board Application from Kyle Stonehouse.

Roll Call Vote

Ayes: 7 Nays: 0 Abstain: 0, Absent: 1, Vacancies: 1,

Motion Carried.

V. Approval of Consent Agenda

DDA/GMS Meeting Minutes for October 8, 2020

20-061

Moved by Podjaske seconded by Tremonti to approve the Consent Agenda for October 8, 2020 as presented.

Roll Call Vote

Ayes: 7 Nays: 0 Abstain: 0, Absent: 1, Vacancies: 1,

Motion Carried.

VI. Treasurer Report

A. Revenue/Expenditure Report through September 2020

Member Pettyjohn mentioned all looks good.

MainStreet Manager Gosling mentioned one item was receipted in wrong by city staff and that she would get that to the City Clerk/Treasurer to correct. She also mentioned a donation that was received from DTE in the amount of \$1,000 and was to go towards a project/event.

Member Tremonti mentioned she was at the GPA meeting and was asked if their donation had been received.

MainStree Manager Gosling said no it had not.

20-062

Moved by Tremonti seconded by Pettyjohn to accept and file the Treasurer's Report as presented.

Roll Call Vote

Ayes: 7 Nays: 0 Abstain: 0, Absent: 1, Vacancies: 1,

Motion Carried.

VII. City Manager Report

City Manager Baum mentioned he had nothing new to report and asked members if they had any questions.

Members had none.

VIII. Main Street Manager Report

A. Monthly Report

Main Street Manager Gosling mentioned that she had been out a lot due to vacation and holidays. She mentioned the ads for the 2 week coverage was being asked from the downtown businesses to be paid in advance this year, since some did not pay last year, so the DDA/GMS budget had to cover it and this years budget didn't have funds to cover any portion if it went unpaid.

Main Street Manager Gosling mentioned needing help selling the envelope fundraiser as there is a need to bring in donations as there is about a \$8,000 gap in the budget this year. She thought that members could pick a day and help sell the envelopes as she needs help from everyone to do this.

Member LaFontaine she would donate \$1,000 towards this as she doesn't have time to help. She mentioned that she discussed a larger fundraiser with the City Mayor and that when the Mayor talked to the Main Street Manager on this, she had no interest in doing that fundraiser.

Member LaFontaine feels a larger fundraiser needs to be done, instead of small one with everyone having limited time. She also talked about all their donations this year

and needs something on each one by December 10th, in order to not have to pay the donation out of her pocket.

Main Street Manager Gosling mentioned she didn't say she wasn't interested in the fundraiser that was brought up that she hasn't had time to look into this.

She also reminded member LaFontaine that the board directs her on what to work on. General discussion took place.

IX. Unfinished Business – DDA/Main Street

A. State of Properties – Member Pettyjohn mentioned he was working on putting the building inventory into a spreadsheet and that he needed help with contact information for all the businesses and that he would also be taking pictures of all the businesses. He mentioned he needed help with Design inventory.

Member Podjaske mentioned there was a meeting today for the demo of the Sawmill. He also mentioned the Shoppenagons are just doing repairs to the outside of the building to meet safety standards and the has been approve 100% solid so the building does not have to be torn down.

B. MainStreet Manager's Office

Nothing new, still working from City Hall.

C. Work Plan Review – Spending BINGO

Main Street Manager Gosling mentioned that she is still going. Member Pettyjohn asked how long this goes for. Gosling mentioned until the end of the year.

D. Artistic light pole installation

Main Street Manager Gosling mentioned she had not heard anything back from them.

X. New Business – DDA/Main Street

A. Work Plan – Downtown Lights

Main Street Manager Gosling mentioned she just needs approval of the work plan.

20-063

Moved by Tremonti seconded by Pettyjohn to approve the Downtown lights work plan as presented.

Roll Call Vote

Ayes: 7 Nays: 0 Abstain: 0, Absent: 1, Vacancies: 1,

Motion Carried.

B. Board Application – Kyle Stonehouse

Main Street Manager Gosling she has worked with him and has ties to our community. Chair Shaw talked to him about filling out an application for the board and feels he would be a good board member and he also sits on three other boards within the community.

Member Pettyjohn asked if they could do a meet and greet with him before making a decision.

General discussion took place and Chair Shaw will set up a meeting for members to stop in and meet with Stonehouse.

Consensus of the members was to bring this back to the next regular board meeting.

III. MS Committee Report

A. Org Committee – Member Tremonti mentioned the Christmas Walk had changed to a three day event and no road closures. This event is now to promote people to show downtown and support local businesses.

B. Design – Already discussed above

C. EV (Economic Vitality)/Promotions – Member Podjaske mentioned he had nothing to report and has no committee, so one needs to be set up.

IV. Community Meetings Update:

A. CCEDP- Member Podjaske had nothing to report

B. Historical Museum – Member Pettyjohn asked who he could contact, as he would like to help.

C. GPA – Member Tremonti mentioned that the Festival of Trees would be November 13 – 28, 2020 and the drawings would take place on the 29th. She then mentioned they would be doing a home decoration contest with prizes and that they are also wrapping up their physical year.

V. Public Comment – None

VI. Member Comments

Member Swander mentioned they have taken down the outside patio.

Chair Shaw mentioned to the members to change his email address to his personal one as tomorrow he will no longer be with the bank. He also mentioned the 2 apartments of his project downtown will be done by the end of January and the Mico Brew would be going by mid-April.

Member Baum to the members to not be surprised if we go back to online meetings as things may be shutting down again due to COVID.

VII. Correspondence – None

VIII. Adjournment

20-064

Moved by Podjaske, seconded by LaFontaine to adjourn the meeting.

Roll Call Vote

Ayes: 7 Nays: 0 Abstain: 0, Absent: 1, Vacancies: 1,

Motion Carried.

Chairperson Shaw adjourned the meeting at 10:47 A.M.

Lisa K Johnson
City Clerk/Treasurer