

**RECORD OF
DOWNTOWN DEVELOPMENT AUTHORITY/GRAYLING MAIN STREET
PROCEEDINGS REGULAR MEETING HELD ON THE
28th DAY OF NOVEMBER, 2018
1020 CITY BOULEVARD, GRAYLING, MICHIGAN**

I. Meeting called to order by Chairperson Rombach at 12:05 P.M.

II. Pledge of Allegiance

III. Roll Call (E = Excused; * = Late Arrival)

Members Present: Timothy Rombach, Tim Chilcote (via phone), Thomas Steffen, Matthew Shaw, Paul Crandall, Jill Engelhardt

Members Absent: Doug Baum - E, Shawn Abraham - E, Erich Podjaske - E

Also, in Attendance: Recording Secretary; Deb Mead, Main Street Manager; Rae Gosling, Diane Love-Suvada; Sawmill Rural Business Center, and Gail Swope; GPA

IV. Public Comment

Gail Swope from the GPA (Grayling Promotional Association) discussed with the Board the Christmas Lights contract and budget items for the contract. Chairperson Rombach stated that any extra lights added to poles, needs to have a separate contract and a budget going forward.

Chairperson Rombach expressed his sympathies for Shannon Sorenson, the former Chairperson of the DDA/Main Street Committee.

V. Approval of Agenda

Main Street Manager Rae Gosling asked the Board to add under New Business Item C, Approval of Liquor License Resolution for the Rialto's special event on December 14th.

Chairperson Rombach asked to move up Item B under New Business – Review and Approve Work Plan for Diane Love-Suvada's services to after the approval of the Agenda.

18-046

Moved by Crandall, seconded by Steffen to approve the Agenda as amended:
Addition of Item C under New Business; Approval of Resolution of Liquor License for the Rialto and to move up Item B under New Business to after the approval of the Agenda.
Ayes: 6, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 0, motion carried.

Moved up from New Business: Item B. – Review and Approve Work Plan for Diane Love-Suvada’s Services

Chairperson Rombach handed out a Strategy Implementation Work Plan. Discussion took place on the yearly costs of having Diane’s Love-Suvada’s services in town, and if the funds were in the budget. Main Street Manager Gosling stated that the funds were not in the budget at this time. Further discussion took place.

18-047

Moved by Steffen, seconded by Crandall to support and approve the work plan as presented.

Additional discussion took place and a committee will form to find the funding for this service.

Ayes: 6, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 0, motion carried.

VI. Approval of Consent Agenda

A. DDA/GMS Meeting Minutes for October 24, 2018

18-048

Moved by Engelhardt, seconded by Crandall to approve the Consent Agenda as presented.

Ayes: 6, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 0, motion carried.

VII. Treasurer Report

A. Revenue/Expenditure Report thru October 2018

Main Street Manager Gosling stated that there was nothing notable to report, next month the Board will see the results from the Christmas Walk. She stated that there wasn’t as many sponsorships and business participation as in past years.

VIII. City Manager Report – No Report

IX. Main Street Manager Report

Main Street Manager Gosling stated that there was not a written report.

Gosling told the Board that she had received an approval from CEDAM for a new VISTA, and that the position would be filled in January.

Gosling spoke of new businesses that are inquiring in the Downtown District and a new consignment shop to open next to Ron’s Fly Shop.

Gosling informed the Board that she had reserved a room for the National Main Street Conference, that will be held in Seattle. She stated that the registration for her to attend was covered, but the cost of the flight and accommodations could be costly. Gosling informed the Board that if the budget could not allow the accommodations, she would not go to the conference.

X. Unfinished Business – DDA/Main Street

A. DDA District Expansion – No Report

B. TIF – No Report

C. Meeting Dates and Times for 2019

Recording Secretary Deb Mead handed out a draft of proposed meeting dates and times for the Board to discuss.

Discussion took place between Committee Members.

18-049

Moved by Crandall, seconded by Steffen to approve the meeting dates and times as amended: To add November 7, 2019, at 5:00pm.

Ayes: 6, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 0, motion passed.

D. State of Properties - Tabled

XI. New Business – DDA/Main Street

A. Review and Approve Work Plan on Rialto/Hanson Hills Event

Main Street Manager Gosling stated that the Resolution for the Liquor License was approved at the last meeting and that the Work Plan needed approval.

18-050

Moved by Steffen, seconded by Shaw to approve the Work Plan on the Rialto/Hanson Hills event as presented.

Discussion took place on the Work Plan.

Ayes: 6, Nays:0, Abstain: 0, Absent: 3, Vacancies:0, motion carried

B. Review and Approve Work Plan for Diane Love-Suvada's Services

Moved up on Agenda.

C. Approval of Liquor License Resolution for the Rialto's special event on December 14th

Main Street Manager Gosling stated that she was just notified of this event the day before the meeting, and it would be a fundraising event for DDA/Main Street.

18-051

Moved by Steffen, seconded by Shaw to approve the Resolution for Rialto's Special Event on December 14th.

Ayes: 6, Nays:0, Abstain: 0, Absent: 3, Vacancies:0, motion carried

XII. MS Committee Report

A. Org Committee – No Report

B. Design

Member Steffen reported on the bike racks and bike repair stations that will be purchased. He also mentioned the “Fish” that GPA would like to have in town.

C. EV (Economic Vitality)/Promotions

Main Street Manager Gosling spoke of how the Rialto projects fall into this category. She also mentioned a collaborative effort with the Grayling Chamber and Diane Love-Suvada on a two-day conference to be held in September of 2019.

XIII. Community Meetings Update

A. CCEDP – Tabled

B. Missing Middle – Tabled

C. Blight – Tabled

D. Camp Grayling – Tabled

E. Northern Market – Tabled

F. 4-Mile Businesses – Tabled

G. Historical Museum – Tabled

H. GPA – Tabled

XIV. Public Comment – None

XV. Member Comments

Chairperson Rombach mentioned that Diane Love-Suvada had hosted an event called Youth Maker in Roscommon and that one Grayling student attended, as Grayling was offered to participate in the program.

XVI. Correspondence

Recording Secretary Deb Mead will send out a copy of the approved Meeting Dates and Times for 2019 to the Board.

XVII. Adjournment

18-052

Moved by Steffen, seconded by Engelhardt to adjourn the meeting:
Ayes: 6, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 0, motion carried.

Chairperson Rombach adjourned the meeting at 1:52 P.M.

Debra Mead
Recording Secretary