

**RECORD OF
DOWNTOWN DEVELOPMENT AUTHORITY/GRAYLING MAIN STREET
PROCEEDINGS REGULAR MEETING HELD ON THE
13th DAY OF MAY, 2021
1020 CITY BOULEVARD, GRAYLING, MICHIGAN**

I. Meeting called to order by Vic Chair Tremonti at 8:38 A.M.

New Member Kyle Stonehouse sworn in

II. Roll Call

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

III. Public Comment

None

IV. Approval of Agenda

21-027

Moved by Pettyjohn seconded by Swander to approve the agenda as presented.

Roll Call Vote

Ayes: 5 Nays: 0 Abstain: 0, Absent: 4, Vacancies: 0,

Motion Carried.

V. Approval of Consent Agenda

DDA/GMS Meeting Minutes for April 8, 2021.

Member Swander and Baum each mentioned a change needed in wording

21-028

Moved by Pettyjohn seconded by LaFontaine to approve the Consent Agenda with the correction to business name and who made a comment.

Roll Call Vote

Ayes: 5 Nays: 0 Abstain: 0, Absent: 4, Vacancies: 0,

Motion Carried.

VI. Treasurer's Report

A. Revenue/Expenditure Report through April 2021

Member Pettyjohn mentioned nothing major to report all looks in order.
Member Baum asked about the overage in design, was this due to a grant.
Mainstreet Manager said yes

21-029

Moved by Baum seconded by LaFontaine to accept and file the Treasurer's Report as presented.

Roll Call Vote

Ayes: 5 Nays: 0 Abstain: 0, Absent: 4, Vacancies: 0,

Motion Carried.

VII. City Manager Report

Member Baum mentioned he was working on a CDBG grant for the Sewer and Water supply system for approximately 2 million. He mentioned the city received a recreation grant for a neighborhood enhancement program and the pavilion in the park will be updated. There have been issues with canoers sliding down the hill by the Michigan State Police Crime Lab, so a temporary fence is being put back up and looking at options for a more permanent barrier. He mentioned the farmers market will take place this year and they are working on a online market as well and Michigan Brew will be the pickup location for this.
General discussion took place.

VIII. Main Street Manager Report

A. Monthly Report

Mainstreet Manager Gosling mentioned she and member Podjaske are working on a grant for the parking lot lighting.

Member Pettyjohn asked what type of lighting.

Mainstreet Manager Gosling mentioned they are looking at the same as downtown.

IX. Unfinished Business – DDA/Main Street

A. State of Properties

Sawmill and Avalanche properties are now demoed, they are still working on final grant documents and funding with MEDC. They have a possible business interested in the lower level of the building, possible gift show.

Member Tremonti asked when Dawson Stevens would be opening back up.

Mainstreet Manager Gosling said once they can open at 100%

Member Pettyjohn asked about the Christmas lights.

Member Swaders asked on the lights on the 200 block.
Member Baum said they are working on the issue and should be fixed soon.

B. MainStreet Manager's Office

Mainstreet Manager mentioned that the downtown office will not be ready till August or September and asked members if they wished her to still work at home. Member Baum mentioned the Governor has lifted the work from home order and feels she can now work back out of city hall on Monday.

C. Work Plans-Budget

Member Baum mentioned City Council had a work session on the city budget and there were concerns on the Mainstreet program and funding. One was the funds the city contributed came from the Capital budget and should not go towards wages and being self-supported.

Mainstreet Manager Gosling mentioned she has been working on how the board can address. She has drafted a document showing where the city funds were spent and where the donations, event funds were spent. She also drafted a document of items being a Mainstreet Community has brought to the city and the grants and benefits the city has received by being a Mainstreet Community.

Members had discussions on this and ways to improve the document.

Members feel the board should present this at the next City Council meeting and also get support from the business and community on the program.

Members mentioned they will work on this with the Mainstreet Manager and have the final ready for the June Council meeting.

Member Pettyjohn mentioned the need to address members not attending meetings and only giving an hour notice. Meetings are scheduled a year in advance. He understands things come up, but they should try to schedule their items around the meetings. He would like to see more attend the work sessions and events.

General discussion took place.

D. Social District

Mainstreet Manager Gosling mentioned all forms have been submitted.

E. Mainstreet Manager (Director) Review

Has not been completed

F. Mainstreet support from City Council

Previously discussed during meeting.

G. Crosswalk Painting Project

Member Pettyjohn mentioned he is working on the template.

X. New Business – DDA/Main Street

A. Block Party Work Plan

Member Pettyjohn asked when marketing would start.

Mainstreet Manager Gosling mentioned if approve today, marketing would begin immediately. She also mentioned the Fire Department and that they are working on ideas they would like to do for this event as well.

Member Tremonti asked for the Objection to be changed.

Member Baum asked if porta johns and trash receptacles had been included on the work plan. He asked that they coordinate with the Department of Public Works on the road closures well in advance.

21-030

Moved by Swander seconded by LaFontaine to approve the Block Party Workplan with additions to be added as discussed.

Roll Call Vote

Ayes: 5 Nays: 0 Abstain: 0, Absent: 4, Vacancies: 0,

Motion Carried.

Member Baum asked the they get with the Deputy Chief on a safety plan and also talk with the businesses in the 100 block on their business to provide shelter if a storm arises.

B. Vibrancy Grant Funds

Mainstreet Manager Gosling asked if she could get preapproval to spend funds if the grant is awarded, so it doesn't delay things.

21-031

Moved by Pettyjohn seconded by Swander to approve to spend vibrancy grant funds, if grant is awarded to mainstreet.

Roll Call Vote

Ayes: 5 Nays: 0 Abstain: 0, Absent: 4, Vacancies: 0,

Motion Carried.

III. MS Committee Report

A. Org Committee – Member Swander mentioned it was a great turn out for the committee meeting.

B. Design – Member Pettyjohn said they were getting ready for Damn It Do It Day

C. EV (Economic Vitality)/Promotions –No Report

IV. Community Meetings Update:

A. CCEDP- No Report

B. Historical Museum – Member Pettyjohn asked if they would be open by June 1st. Mainstreet Manager Gosling said they should be.

C. GPA – Member Tremonti mentioned that Junk in the trunk will be happening soon. They are helping with updating the city benches and tables.
Member Baum mentioned he would be contacting them soon on the flower pots.

V. Public Comment – None

VI. Member Comments

Member Baum mentioned he would be on vacation camping and may or may not make the June meeting.

VII. Correspondence

None

VIII. Adjournment

21-032

Moved by LaFontaine seconded by Swander to adjourn the meeting.

Roll Call Vote

Ayes: 5 Nays: 0 Abstain: 0, Absent: 4, Vacancies: 0,

Motion Carried.

Chairperson Shaw adjourned the meeting at 10:28 A.M.

Lisa K Johnson
City Clerk/Treasurer