

**RECORD OF  
DOWNTOWN DEVELOPMENT AUTHORITY/GRAYLING MAIN STREET  
PROCEEDINGS REGULAR MEETING HELD ON THE  
19<sup>th</sup> DAY OF JULY, 2018  
1020 CITY BOULEVARD, GRAYLING, MICHIGAN**

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**I.** Meeting called to order by Chairperson Rombach at 5:09 P.M.

**II. Roll Call**

Members Present: Timothy Rombach, Doug Baum (via phone), Tim Chilcote, Paul Crandall, Thomas Steffen

Members Absent: Betty Bennett, Erich Podjaske, Shawn Abraham

Also, in Attendance: Recording Secretary; Deb Mead, Main Street Manager; Rae Gosling, VISTA; Erica Blair

**III. Public Comment – None**

**IV. Approval of Agenda**

18-025

Moved by Steffen, seconded by Crandall to amend the Agenda under New Business-DDA #C. - Confirm Bennett and Rombach continuation, with City Manager to recommend to City Council’s meeting in August and addition of #D. Election of Officers:

Ayes: 5, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 1, motion carried.

**V. Approval of Consent Agenda**

A. DDA/GMS Meeting Minutes for June 21, 2018

18-026

Moved by Crandall, seconded by Steffen to approve Consent Agenda as presented: Ayes: 5, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 1, motion carried.

**VI. Treasurer Report**

A. Revenue/Expenditure Report for June 2018

Main Street Manager Gosling stated that there was not an official report

this month, due to the closing out of the Fiscal Year at the end of June.

There were a few donations that came in; \$350.00 for Paddle Battle, \$500.00 from Ace Hardware and another donation of \$96.00 from sock sales.

## **VII. City Manager Report**

City Manager Baum gave his report on the following:

4<sup>th</sup> of July week was busy, he stated that it seemed to be a larger crowd than in the past years, and that there were very little problems.

Sanitary Sewer Force Main; The project is moving forward and should be starting after the Canoe Marathon.

Canoe Launch; Things are moving forward slowly with this project as well.

## **VIII. Main Street Manager Report**

Main Street Manager Gosling apologized that she did not have a written report for this month.

Accreditation Check-In is slated for August 8<sup>th</sup> at 5:00 pm at Grayling City Hall in the Council Chambers. There was an email sent to the Board Members about it.

During the next Board Meeting, August 16<sup>th</sup> there will be training for the Board Members, need to have 90% of the Board to be at the meeting. If there cannot be the 90% of the Board at the meeting, then the training is not going to happen.

Gosling explained an upcoming conference in Tennessee for a Community Transformation Workshop. MMS has offered to pay for the registration fee for the Main Street Manager to go, and the cost for her would be travel and lodging. Expected costs could be \$1,000.00, maybe a little more or less.

Discussion was had on getting grants or fundraising for the additional training for later in the year. Main Street Manager Gosling stated that if they cannot come up with additional funds before the National Conference in March, then maybe they do not go to that conference this year.

In October there will be an opportunity to apply for a grant from Kirtland for other training in the upcoming year.

**IX. UNFINISHED BUSINESS – DDA**

**A. TIF**

TIF Committee Update: Chairperson Rombach stated they met with Dick Carlisle with Carlisle Wortman and he gave insight on the proposed path for the DDA, and how to develop community and potentially City Council support.

Need to file an affidavit with the State for an error on the Scribner's Report for the DDA boundary.

TIF Regulations will all be under one Regulation as of January 1<sup>st</sup>.

**X. New Business – DDA**

**A. Roscommon/Crawford Counties Coalition (AuSable River Area Coalition)**

Chairperson Rombach explained the meeting that he attended for the Coalition. Rombach asked the Board if there was a problem with him speaking on behalf of the DDA at the meetings, no one was opposed.

**B. Member & GMSt Employee Evaluations**

Chairperson Rombach will be getting the Self-Evaluations out to the Main Street Manager and the Committee Members to fill out.

**C. Confirm Bennett and Rombach Continuation with City Manager to Recommend to City Council's August Meeting**

Bennett is tabled until City Manager Baum contacts to confirm. City Manager Baum to get in contact with Chairperson Rombach as well.

**D. Election of Officers**

Tabled until next meeting.

**XI. Unfinished Business – Main Street**

**A. Lumber Jack Breakfast Sign-Up & Event Times**

Friday, July 27<sup>th</sup> outside Grayling Restaurant. Cost of the breakfast is \$5.00 per plate and the proceeds will go to Grayling Main Street.

**B. Paddle Battle/Beer Tent Sign-Up & Event Times**

Thursday, July 26<sup>th</sup> outside Paddle Hard Brewery, set-up time is about 7:30 am.

**C. Community Redevelopment Workshop**

This was covered in the Main Street Manager Report.

**XII. New Business – Main Street**

**A. VISTA Report**

VISTA Erica Blair stated that she sent out an email to the Board Members on her report.

Blair also mentioned different opportunities to help get additional income coming into the DDA/Main Street programs, like the Prosper Walk Revenue Generating Program.

**i. Check-In**

VISTA Erica Blair let the Board know that she is not taking the VISTA position for the following year.

Main Street Manager Gosling stated that they do have a candidate from Port Huron, his name is Zack Miller.

**ii. Prosper Walk Revenue Generating Program**

VISTA Blair discussed this briefly in her VISTA Report.

**XIII. MS Committee Report**

**A. As Present - None**

**XIV. Community Meetings Update**

**A. CCEDP:**

Chairperson Rombach mentioned a North Eastern Industrial Association that meets to work on their own Economic Development.

**B. Missing Middle:**

Main Street Manager Gosling went to a meeting with Erich Podjaske and Hanne Dysinger regarding affordable housing projects in our community.

**C. Blight:**

None

**D. Camp Grayling:**

Veteran's Banners, the first set of 5 have been ordered through Xpress Copy, the banners will have to be sent out to be stitched.

**E. Northern Market:**

City Manager Baum stated that the new design prints have been received from the architect and are being reviewed.

Currently working on the marketing for the Northern Market to take to MEDC for the ask of monies.

**F. 4-Mile Businesses:**

Chairperson Rombach went to an EDA meeting that also had Tom Quinn from Kirtland, they are wanting to advertise/market the 4 Mile area.

**G. Golf Course:**

Discussion was had to take this topic out of the line-up and add the Historical Museum in its place. Members had informed the Board of a few new things coming up with the Historical Museum.

**H. Grayling Township:**

None. Board Members want to take this item off of the updates as well as Golf Course.

**I. GPA:**

No Report

**XV. Public Comment**

None

**XVI. Member Comments**

Committee Member Chilcote had suggestions of having a Tip Jar at the Lumber Jack breakfast to help raise additional money for the fundraiser. Main Street Manager Gosling stated that there would be Tip Jars in place.

**XVII. Correspondence**

None

**XVIII. Adjournment**

18-027

Moved by Crandall, seconded by Steffen to adjourn the meeting:  
Ayes: 5, Nays: 0, Abstain: 0, Absent: 3, Vacancies: 1, motion carried.

Chairperson Rombach adjourned the meeting at 6:34 PM.

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Debra Mead  
Recording Secretary