

**RECORD OF  
DOWNTOWN DEVELOPMENT AUTHORITY/GRAYLING MAIN STREET  
PROCEEDINGS REGULAR MEETING HELD ON THE  
23rd DAY OF AUGUST, 2018  
1020 CITY BOULEVARD, GRAYLING, MICHIGAN**

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**I.** Meeting called to order by Recording Secretary Deb Mead at 7:01 A.M.

Recording Secretary Mead swore in members Timothy Rombach and Matthew Shaw.

Recording Secretary Mead commenced with the Election of Officers:

18-028

Moved by Crandall, seconded by Steffen to nominate Rombach as Chairperson  
Rombach accepted  
Ayes: 7, Nays: 0, Abstain: 0, Absent: 1, Vacancies 1, motion carried

18-029

Moved by Rombach, seconded by Crandall to nominate Steffen as Vice Chair  
Steffen accepted  
Ayes: 7, Nays: 0, Abstain: 0, Absent: 1, Vacancies 1, motion carried

Moved by Crandall, seconded by Rombach to nominate Crandall as  
Secretary/Treasurer  
Crandall declined

18-030

Moved by Rombach, seconded by Steffen to nominate Erich Podjaske as  
Secretary/Treasurer  
Podjaske accepted  
Ayes: 7, Nays: 0, Abstain: 0, Absent: 1, Vacancies 1, motion carried

**II. Roll Call**

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

Members Absent: Shawn Abraham

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

Recording Secretary Deb Mead handed the meeting over to Chairperson Rombach.

**III. Public Comment – None**

**\*Shawn Abraham arrived at 7:06 A.M.**

**IV. Approval of Agenda**

18-031

Moved by Crandall, seconded by Steffen to approve the Agenda as amended under New Business-DDA #A. – Change dates for September and October meetings and under New Business – Main Street #A. – strike through the wording “Historical Meeting Fundraiser”

Ayes: 8, Nays: 0, Abstain: 0, Absent: 0, Vacancies: 1, motion carried.

**V. Approval of Consent Agenda**

A. DDA/GMS Meeting Minutes for July 23, 2018

18-032

Moved by Crandall, seconded by Abraham to approve Consent Agenda as presented:  
Ayes: 8, Nays: 0, Abstain: 0, Absent: 0, Vacancies: 1, motion carried.

**VI. Treasurer Report**

A. Revenue/Expenditure Report for July 2018

Main Street Manager Gosling stated that there was not a written report for July. She stated that there was a surplus of \$171.38 at the end of the Fiscal Year.

**VII. City Manager Report**

City Manager Baum welcomed the newest committee member Matthew Shaw.

Baum stated that the Northern Market received a grant in the amount of \$250,000.00 from MDARD.

He also stated the City would like to hold a public informational meeting on the projects that are happening in town.

Baum informed that board that Erich Podjaske would be working with Mainstreet Manager Rae Gosling to continue to build downtown, and finding projects that fit into the Master Plan.

**VIII. Main Street Manager Report**

No written report for this month, wrapping up on the River Festival.

Mainstreet Manager Gosling handed out a report detailing the monies earned from the Beer Tent, Paddle Battle and the Lumberjack Breakfast.

**IX. UNFINISHED BUSINESS – DDA - None**

**X. New Business – DDA**

**A. Change Dates for September and October Meetings**

Discussion took place on what days and times were best.

18-033

Moved by Crandall, seconded by Abraham to change the meeting for September to Wednesday, the 26<sup>th</sup> and to change the October meeting to Wednesday, the 24<sup>th</sup> both at 5:00pm.

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

**XI. Unfinished Business – Main Street - None**

**\*Matthew Shaw excused at 7:46 A.M.**

**XII. New Business – Main Street**

**A. ~~Historical Museum Fundraiser~~ – Liquor Licenses**

**1. Rialto Theater - October 5<sup>th</sup>**

Mainstreet Manager Gosling explained about the event.

Members had some questions and concerns about the event and other businesses possibly having concerns as well.

Discussion was had on work plans for these types of events, and to make sure that they are being done and brought to the board.

18-034

Moved by Steffen, seconded by Podjaske to approve the Liquor License application.

Ayes: 6, Nays: 1, Abstain: 0, Absent: 1, Vacancies: 1, motion carried

**\*Thomas Steffen excused at 8:07 A.M.**

**2. Grayling City Street – 300 Block Michigan Ave. Harvest Fest/Funky Fish**

Mainstreet Manager Gosling explained the event and that it would be on October 6<sup>th</sup> and an event that we have done in the past.

18-035

Moved by Baum, seconded by Abraham to approve the Liquor License application.

Ayes: 6, Nays: 0, Abstain: 0, Absent: 2, Vacancies: 1, motion carried

**3. Historical Museum – September 7<sup>th</sup>**

Mainstreet Manager Gosling explained the event and that it would out on the sidewalk area and not inside the fenced area at the Museum.

Discussion was had on why the beer tent could not be in the fenced in area, Chairperson Rombach and Mainstreet Manager Gosling explained.

18-036

Moved by Podjaske, seconded by Abraham to move forward with the Liquor License application.

Further discussion took place, there were some concerns on the event being so quick and a work plan not in place, and possibly having issues where the tents would be located.

Ayes: 1, Nays: 5, Abstain: 0, Absent: 2, Vacancy: 1, motion failed

**4. Paddle Hard - September 28<sup>th</sup>, or 29<sup>th</sup>, or 30<sup>th</sup>**

Mainstreet Manager Gosling explained that she was unsure of the date of this event, she was trying to be preemptive on this license. She stated that the

business owner had called and talked with the Director at the Chamber of Commerce office and Gosling had not had the conversation with him yet.

City Manager Baum stated that a work plan should be in place and that Erich Podjaske could help with talking with the business owner.

Discussion was had to postpone this until they speak with the business owner.

No action taken at this time.

### **XIII. MS Committee Report**

#### **A. Org Committee**

City Manager Baum stated that the Org. Committee met on August 21<sup>st</sup> and worked on some items that were on the Agenda for that meeting.

Baum stated that he would like to work with the Chamber on doing a no charge event that would be an informational type of event.

Baum would like to look into grant funding for bike racks, trees and the island by the railroad tracks.

#### **B. Design – No meeting**

#### **C. EV (Economic Vitality)**

Transitioned into quarterly meetings for this committee.

#### **D. Promotions**

This committee has not met, the meetings have been more of an event type meeting and not promotions.

### **XIV. Community Meetings Update**

#### **A. CCEDP:**

Did not meet

#### **B. Missing Middle:**

Searching for Housing

**C. Blight:**

Mark Allen gave an update at the City Council meeting, no changes and still working on this.

**D. Camp Grayling:**

No meeting.

**E. Northern Market:**

Recording Secretary Deb Mead gave an update about the grant that was just received and that the Phase II part of the work plan is being looked over for Crawford County BRA.

**F. 4-Mile Businesses:**

Working diligently on branding/marketing for their area.

**G. Historical Museum:**

Tim Rombach and Tom Steffen are going to help repair the caboose at the museum.

**H. GPA:**

No Report

**XV. Public Comment**

The former VISTA Erica Blair thanked the Board and informed that her last day would be Monday, the 27<sup>th</sup> of August.

**XVI. Member Comments**

Committee Member Abraham said that he received the check from Ford Motor Company on the Drive for Ur Community event that happened in May for DDA/Mainstreet. The check was for \$1,320.00 and the goal for the event was \$1,200.00 according to Mainstreet Manager Gosling.

There will be Drive for Ur Community event that will benefit the Athletic Program and Crawford AuSable School District on Friday, September 14<sup>th</sup>.

Committee Member Podjaske stated that there will be a Rental Ordinance going to City Council on September 17<sup>th</sup>. The ordinance will help bring residential homes up to health and safety/welfare standards.

Chairperson Rombach thanked the Erica Blair for her time as VISTA for the last year, and welcomed Zachary Miller as the new VISTA.

**XVII. Correspondence - None**

**XVIII. Adjournment**

18-037

Moved by Baum, seconded by Crandall to adjourn the meeting:  
Ayes: 6, Nays: 0, Abstain: 0, Absent: 2, Vacancies: 1, motion carried.

Chairperson Rombach adjourned the meeting at 8:56 A.M.

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Debra Mead  
Recording Secretary