

**RECORD OF
DOWNTOWN DEVELOPMENT AUTHORITY/GRAYLING MAIN STREET
PROCEEDINGS REGULAR MEETING HELD ON THE
26th DAY OF SEPTEMBER, 2018
1020 CITY BOULEVARD, GRAYLING, MICHIGAN**

I. Meeting called to order by Chairperson Rombach at 5:02 P.M.

Jill Englehardt was not present for the Swear-in.

II. Roll Call

Members Present: Timothy Rombach, Doug Baum, Tim Chilcote,
Thomas Steffen, Erich Podjaske, Matthew Shaw, Shawn Abraham

Members Absent: Paul Crandall, Jill Engelhardt

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

III. Public Comment – None

IV. Approval of Agenda

18-038

Moved by Podjaske, seconded by Steffen to approve the Agenda as presented:
Ayes: 7, Nays: 0, Abstain: 0, Absent: 2, Vacancies: 0, motion carried.

V. Approval of Consent Agenda

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

18-039

Moved by Steffen, seconded by Abraham to approve the Consent Agenda as
presented:
Ayes: 7, Nays: 0, Abstain: 0, Absent: 2, Vacancies: 0, motion carried.

***Paul Crandall Arrived at 5:05**

VI. Treasurer Report

A. Revenue/Expenditure Report for September 2018

Main Street Manager Gosling stated that the income had posted from Paddle Battle and Canoe Festival, and she will be requesting a check to be paid to the Grayling Chamber for their portion.

Gosling also stated that at the end of last Fiscal Year, the budget was in a positive and did not have to take from the Fund Balance.

VII. City Manager Report

City Manager Baum had updated the Board about the City projects that are underway within the City.

Baum also informed the Board of the contract between the Fire Department and Camp Grayling came to an end as of August 31st of this year. He stated that this means the potential layoff of the full-time Firefighters, if we cannot find funding for them. Baum stated that talks have been had with the Camp Grayling about a new contract, and that is not on their agenda right now.

Discussion was had on how the Board can help or the community. Member Paul Crandall stated he could draft a letter to the Governor from the Board.

VIII. Main Street Manager Report

Main Street Manager Gosling mentioned a few events that were coming up next week:

October 5th with the Rialto: Data collection with alcohol sales. Gosling stated there were other events happening that night as well, and there might not be a good turnout.

October 6th is Harvest Fest – Looking for volunteers to set up in the morning and the Girl Scouts are to help with tear down. Volunteers are needed for the beer tent, and she encouraged the Board to look at times to sign up for volunteering.

Gosling stated that training for her would be heavy the next few weeks.

Gosling informed the Board that the new VISTA Zachary Miller had resigned, and at this time he cannot be replaced.

Discussion was had on the cost paid for the VISTA and to look over the contract with CEDAM to see where the DDA stands on possibly being reimbursed.

IX. UNFINISHED BUSINESS – DDA

Chairperson Rombach stated that TIF needs to be put back on the Agenda under Unfinished Business.

Chairperson Rombach had discussion with the Board about Diane Love-Suvada from the Sawmill Rural Business Center and being paid from the DDA for her services in Grayling. Discussion was had and the Board would like to have a Work Plan in place before any decisions are made.

X. New Business – DDA/Main Street

Member Podjaske informed the Board of a possible meeting to be held on January 22, 2019 at the AuSable Artisan Village. This meeting would be open to the public and the businesses, and discuss the ideas of what is lacking with the DDA/Main Street program and why there isn't a "buy in" to the program.

Consensus was unanimous across to the Board to hold the event.

XI. Unfinished Business – Main Street - None

XII. MS Committee Report

A. Org Committee – Meeting was cancelled

B. Design

Vice Chair Steffen stated that the Design Committee had met that morning and went over the following four items:

1. A grant from DTE in the amount of \$3,000.00 to plant trees downtown. City Manager Baum had mentioned a flowering tree that did not have berries, and he would talk to DPW Foreman Kyle Bond on that.
2. Town clock will now become the town fish. GPA is donating the money for the clock and working with someone on the fish concept.
3. Bike Racks – GPA to possibly donate money for this project as well. Vice Chair Steffen stated that there should be \$113.00 in sock sales somewhere for this project.
4. Christmas Lights – Vice Chair Steffen said that there was some confusion on the Christmas lights/Christmas walk and unsure of how it gets paid. Main Street Manager Gosling will look into this.

Vice Chair Steffen had also mentioned about how the rules of the Design Services offered downtown had changed, and that there would be training on this.

C. EV (Economic Vitality)

Member Erich Podjaske was unaware that he was still the Chairperson for this committee after PRT. He stated that he will get meetings aligned.

D. Promotions

Discussion was had to combine this committee with EV, and starting with the next month meeting it will be combined.

XIII. Community Meetings Update

A. CCEDP:

Vice Chair Steffen mentioned that the CCEDP was the 501c3 entity that signed the agreement for the tree grant.

Vice Chair Steffen had also stated that the sewer, water and gas lines were set up on 4 Mile road.

Discussion was had on hiring a full-time Economic Development person for the area. Member Podjaske stated that is was more of a Business Attraction person for that area.

B. Missing Middle:

Vice Chair Steffen stated that discussion was had with Hannelore Dysinger from the Housing Commission about meeting with MSHDA and MEDC about affordable housing for the area.

Member Podjaske had commented on the scoring process for the PILOT program, and that it was in the process of being worked.

C. Blight:

Tabled at City Council

D. Camp Grayling:

Discussed in the Manager's report.

E. Northern Market:

City Manager Baum informed the Board that seven major tenants have signed Letters of Intent.

Letters will be sent to potential stakeholders for Letters of Support.

Video is finished that will be shown to MEDC for the grant application.

Environmental was completed and waiting on results.

F. 4-Mile Businesses:

Another meeting will be held to get the vision of the area.

G. Historical Museum:

Chairperson Rombach stated that the caboose at the museum still needs to be fixed.

H. GPA:

Vice Chair Steffen stated that the GPA was asked to help volunteer for the Harvest Fest.

XIV. Public Comment – None

XV. Member Comments

Member Abraham mentioned that Feeny Ford will be holding a Trunk or Treat for the kids on Halloween night.

Member Podjaske informed the Board that the City of Grayling had earned the certification from MEDC of being a Redevelopment Ready Community. He explained some of the benefits of being RRC certified, and how MEDC helps with the redevelopment of properties.

Member Crandall asked if there was something that could be done with property owners within the district that do not want to sell their properties for an appropriate market price. He asked if there was an ordinance in place or if that could be addressed. City Manager Baum stated to work with the Blight Committee about this.

XVI. Correspondence - None

XVII. Adjournment

18-040

Moved by Abraham, seconded by Steffen to adjourn the meeting:
Ayes: 8, Nays: 0, Abstain: 0, Absent: 1, Vacancies: 0, motion carried.

Chairperson Rombach adjourned the meeting at 6:49 P.M.

Debra Mead
Recording Secretary