

**MINUTES OF THE MEETING OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
VIA ZOOM PLATFORM ON FRIDAY, MAY 22, 2020**

Chairman John Budnik called the meeting to order at 11:04 a.m.

ROLL CALL: PRESENT – Directors Cory Budnick, Tom Gajewski, Scott McLennan, Barb Mills, Erik Nadolsky, Travis Peltz, James Przybyla and John Budnik.

ABSENT – Directors Alec Brietzke, Boyd Haut, Preston Mertz and Tim Pritchard.

OTHER PERSONS PRESENT – City Mgr. Joseph Hefele, Zoning Administrator Toby Kuznicki, Volunteer DDA Community Events Director Kim Margherio and Deputy Clerk/Treasurer Janet Nowak.

**CITIZENS APPEARING:** None.

**REPORTS:**

**VOLUNTEER DDA COMMUNITY EVENTS DIRECTOR**

Summer Concert Series - Volunteer DDA Community Events Director Kim Margherio reported that the Northern Michigan Brass Band and Carrie Caruso have cancelled. Margherio will need to meet with City Mgr. Hefele to discuss how to proceed. The first concert is scheduled for June 12<sup>th</sup>.

**NEW BUSINESS:**

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION “MATCH ON MAIN”**

City Mgr. Hefele gave a brief overview of the MEDC Match on Main-COVID-19 Response Program and how it works, who is eligible and that the deadline to apply is May 29, 2020. The DDA would be the applicant and Hefele will need approval from the Directors to move forward and to define for the application the core downtown. Hefele further explained that the application will only apply to the core of the traditional downtown and businesses such as retail and food industry. Nonprofits and strip malls are not eligible. Discussion was had on the businesses who would qualify with the program perimeters.

**DDA RESOLUTION NO. 2020-03**

A motion was made by Director Mills, seconded by Director Peltz, to frame the core traditional downtown for the MEDC Match on Main Street COVID-19 Response Program grant along Third Street from Ontario to Friedrich and to include West Erie.

ROLL CALL- Ayes: Tom Gajewski, Scott McLennan, Barb Mills, Erik Nadolsky, Travis Peltz, James Przybyla and John Budnik.

Director Cory Budnick left the meeting minutes prior to the resolution. The motion carried.

Hefele will contact the businesses that are in the perimeter designated in the above resolution. The Directors will hold another meeting on Thursday, May 28<sup>th</sup> at 11 am.

**OTHER BUSINESS:**

•Flag pole- Chairman Budnik reported that the VFW will be installing a new flag pole at Third and Erie.

•Flowers – Chairman Budnik reported that the flowers were planted on Avenue of Flags and Sailors' Memorial. City Mgr. Hefele stated that the hanging baskets will be hung by next weekend. Discussion was had on watering the hanging baskets.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

The meeting adjourned at 11:44 am.

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John Budnik, Chairman

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Janet M Nowak, Deputy Clerk/Treasurer

**MINUTES OF THE MEETING OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
VIA ZOOM PLATFORM ON THURSDAY, MAY 28, 2020**

Chairman John Budnik called the meeting to order at 11:00 a.m.

ROLL CALL - Present: Directors Cory Budnick Tom Gajewski, Scott McLennan, Barb Mills, Erik Nadolsky, Travis Peltz, James Przybyla and John Budnik.

ABSENT – Directors Alec Brietzke, Boyd Haut, Preston Mertz and Tim Pritchard.

OTHER PERSONS PRESENT – City Mgr. Joseph Hefele and Deputy Clerk/Treasurer Janet Nowak.

**APPROVAL OF MINUTES**

A motion was made by Director Przybyla, seconded by Director Mills, to approve the minutes of the March 18, 2020 and May 22, 2020 meetings.

ROLL CALL – All, the motion carried.

**CITIZENS APPEARING:** None.

**REPORTS:** None.

**NEW BUSINESS:** None.

**UNFINISHED BUSINESS**

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION “MATCH ON MAIN”**

City Mgr. Hefele reported that there are fifteen businesses within the core traditional downtown district that meet the criteria for the MEDC Match on Main COVID-19 Response Program grant. Nine of the fifteen businesses submitted applications to him; Rogers City Home Furnishings, MI Northern Espresso, Nowicki's Sausage Shop, Jeans Gifts, Domaci Gallery, Chee Peng Chinese & Thai Restaurant, The Painted Lady, Kevin's Tobacco Shop and Mr. Mustache and Company. Hefele stated that he is seeking \$3,000 for each business that will total \$27,000 in grant funding. He explained that he was advised that if we ask for too much then none of the businesses will receive the funding. The deadline to submit the application is Friday, May 29<sup>th</sup> at 5 pm; Hefele will submit the application tonight. Director McLennan stated that this is the second round of grants and the City will continue to watch other programs.

**DDA RESOLUTION NO. 2020-04**

A motion was made by Director Przybyla, seconded by Director Gajewski, to authorize City Manager Joseph Hefele submit the Michigan Economic Development Corporation Match on Main COVID-19 Response Program grant application.

ROLL CALL – Ayes, All, the motion carried.

**OTHER BUSINESS:**

• Director McLennan stated that the Avenue of Flags and Sailors' Memorial looks good thanks to Beth and John Budnik and Volunteers. DPW Superintendent Roger Wenzel is having an issue with securing flags for the Avenue of Flags. Wenzel had told McLennan that the tree lights have all been installed.

• Chairman Budnik reported that the Farmers' Market will begin on June 5<sup>th</sup> and plan to have four to five vendors. Signage will be installed, i.e. social distancing. Budnik will contact Jeff Idalski to arrange restrooms for the vendors.

• City Mgr. Hefele reported that there will be a parade on Sunday, May 31<sup>st</sup> at 6 pm for the Rogers City Area High School graduating class of 2020. The graduates' names will be announced during the parade and banners with the graduates' picture will be hung on the poles in the Downtown.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

A motion was made by Director Nadolsky, seconded by Director Mills to adjourn the meeting at 11:15 a.m.

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John Budnik, Chairman

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Janet M Nowak, Deputy Clerk/Treasurer

**MINUTES OF THE MEETING OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
VIA ZOOM PLATFORM ON WEDNESDAY, JUNE 10, 2020**

Chairman Budnik called the meeting to order at 7:30 a.m.

ROLL CALL: PRESENT – Directors Cory Budnick, Tom Gajewski, Scott McLennan, Barb Mills, Erik Nadolsky Travis Peltz, Tim Pritchard, James Przybyla and John Budnik.

ABSENT – Directors Alec Brietzke, Boyd Haut and Preston Mertz.

OTHER PERSONS PRESENT – City Mgr. Joseph Hefele, Assistant to the Engineer/Zoning Administrator Toby Kuznicki, Volunteer DDA Community Events Director Kim Margherio and Deputy Clerk/Treasurer Janet Nowak.

**APPROVAL OF MINUTES:**

A motion was made by Director Budnick, seconded by Director Nadolsky, to approve the minutes of the May 28, 2020 regular meeting. Ayes—All, the motion carried.

**CITIZENS APPEARING:** None.

**REPORTS:**

**CITY STAFF** – None.

**VOLUNTEER DDA COMMUNITY EVENTS DIRECTOR** – None.

**UNFINISHED BUSINESS:** - None.

**NEW BUSINESS:**

**SUMMER CONCERT SERIES**

Volunteer DDA Community Events Director Kim Margherio reported the Summer Concert Series begins June 19<sup>th</sup> and will continue thru August 14<sup>th</sup>. There is one date that will have to be filled and that is on August 7<sup>th</sup>. Margherio is in good communications with the bands and did inform them that depending on how everything proceeds with COVID-19 the City may have to make cancellations. She reported that \$5,300 has been collected and \$3,200 in pledges. City Mgr. Hefele stated after the 2019 Summer Concert Series there was approximately \$7,400 funds available; do not plan to spend it all, hope to be able to bring bigger bands in the future. Hefele asked the Directors if they want to reaffirm sponsoring the 2020 Summer Concert Series.

**DDA RESOLUTION NO. 2020-05**

A motion was made by Director Przybyla, seconded by Director Mills, to sponsor the 2020 Summer Concert Series.

Aye – All, the motion carried.

**MATCH ON MAIN PROGRAM**

City Mgr. Hefele stated that the application was submitted and will know today if it was approved. He will email the Directors with the results. There was one business that applied after he had submitted the application to the MEDC. Hefele further explained that it was important that he file as soon as possible to avoid losing out in this and possible future programs. There is another program that just came available that he will find out about today; we may have to schedule a special DDA meeting if need to meet a deadline

**ERIE STREET PARKING LOT**

Assistant to the Engineer/Zoning Administrator Toby Kuznicki gave a brief overview of the Erie Street parking lot information that was included in the meeting packet. Due to the COVID-19 pandemic EGLE has had to use funding elsewhere so even though we are committed to the funds this will throw off the deadline with Consumers grant funding. City Mgr. Hefele stated that he will be asking City Council at their meeting tonight to approve the signing to the contact.

**LAKEVIEW LOTS**

City Mgr. Hefele briefly explained that part of the Lakeview property is in the well head protection program and will put more restrictions on the property. Jeff Arch with Sagasser & Associates has met with Water

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Department Supervisor Chuck Kieliszewski to put an argument together to EGLE that the lots should be given "no further action status". Hefele stated that at some point soon the Directors will have meet, possibly in a workshop setting to talk about our vision for the property and how want to move forward. The property has not been rezoned.

**OTHER BUSINESS:**

- Future meetings in Council Chambers – this will be discussed at tonight's Council meeting.
- Commercial property – City Mgr. Hefele stated that there is a possibility of key commercial property being developed and will share when he has approval.
- Chairman Budnik stated that the lights in trees look good. The Farmers' Market opened on June 5<sup>th</sup> and there were 7 vendors. The banners for the 2020 Rogers City High School Seniors was a great tribute, but how long will they be there. City Mgr. Hefele stated that he is not sure at this point. Budnik reported that there is a tree at the Third and Erie landscape that will need to be replaced. Hefele stated that it can be replaced. The Wacky Weeders are back working in the City parks. Mary Sue Wozniak has taken over from Deb Stiller.
- Main Street Program – Director McLennan reported that there is a volunteer group of citizens working towards submitting an application to the MEDC by late January 2021 to be considered into the Main Street program Spring of 2021. Also, the group will be reaching out to the Directors for online training. The DDA will be the Main Street board.
- Chamber of Commerce hours – Director Budnick asked if the Chamber of Commerce is open. Margherio will check this out. There news blast reaches out to a lot of people; specially for summer concerts.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

The meeting adjourned at 8:05 am.

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John Budnik, Chairman

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Janet M Nowak, Deputy Clerk/Treasurer