

**MINUTES OF THE MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
HELD IN ZOOM PLATFORM ON WEDNESDAY, SEPTEMBER 9, 2020**

Chairman Budnik called the meeting to order at 7:33 a.m.

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

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

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

APPROVAL OF MINUTES:

A motion was made by Director Mills, seconded by Director Nadolsky, to approve the minutes of the August 19, 2020 Regular meeting.

Ayes—All, the motion carried.

CITIZENS APPEARING:

Richard Tulgetske - 1070 Lakeview – voiced his disappointment with the Planning Commission's ruling on the Lakeview property lots zoning per the recommendation made by the DDA.

Timothy and Patricia Berg - 1029 Lakeview – They are in support of what Richard Tulgetske stated.

REPORTS:

CITY STAFF – None.

VOLUNTEER DDA COMMUNITY EVENTS DIRECTOR – No report.

COMMITTEES

•**Main Street Program** – Director McLennan reported they are moving forward and doing well; have letter of intent and budget. He stated that the Directors who have not completed the Main Street training and are having issues to get with him. He reported that the grant that Kim Margherio submitted for the PA system was approved.

•**Farmers' Market** – Chr. Budnik reported the Farmers' Market is doing well.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

CHARGING STATIONS

City Mgr. Hefele reviewed the charging stations information that was included in the meeting packet.

DDA RESOLUTION NO. 2020-14

A motion was made by Director Przybyla, seconded by Director McLennan, to recommend City Council decline the MEDC grant dollars for the charging stations and back EV Build to secure grant funding.

ROLL CALL: Ayes – All, the motion carried.

THIRD STREET/INTERSECTION

City Mgr. Hefele report that the trip hazards on Third Street sidewalks have been fixed. City Staff will be meeting with MDOT to discuss and look at the Third Street intersection to make it more pedestrian friendly.

OTHER BUSINESS:

•**Winter Banners** – City Mgr. Hefele reported the consensus was to save money and go with banners from Bronners. He sent an email to the Directors with more design options. The banners will be ordered soon.

•**Community of Cheboygan** – Director McLennan reported on a meeting in Cheboygan that he attended along with City Mgr. Hefele.

•**Lakeview lots** – City Mgr. Hefele reported that we are waiting on environmental results.

CLOSED SESSION: None.

ADJOURNMENT:

A motion was made by Director Przybyla, seconded by Director Nadolsky, to adjourn the meeting at 8:07 a.m.

John Budnik, Chairman

Janet M Nowak, Deputy Clerk/Treasurer

**MINUTES OF THE MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
HELD IN COUNCIL CHAMBERS AND ZOOM PLATFORM ON WEDNESDAY, OCTOBER 28, 2020**

Chairman Budnik called the meeting to order at 7:30 a.m. with City Manager Hefele indicating that committee members had been given the option to attend the meeting in person or by Zoom and that media and public wishing to attend were required to do so by Zoom due to the COVID-19 pandemic and the occupancy limits established on the Council Chambers by the Michigan Department of Health and Human Services.

ROLL CALL: PRESENT- In person: Directors Alec Brietzke, Cory Budnick (7:37), Preston Mertz, Travis Peltz, James Przybyla (7:34), Tim Pritchard and John Budnik. Via Zoom platform and in Rogers City: Directors Tom Gajewski, Scott McLennan and Barb Mills.

ABSENT – Directors Boyd Haut and Erik Nadolsky.

OTHER PERSONS PRESENT – In person: City Mgr. Joseph Hefele and Deputy Clerk/Treasurer Janet Nowak. Via Zoom platform and in Rogers City: Kim Margherio.

APPROVAL OF MINUTES:

A motion was made by Director Brietzke, seconded by Director Peltz, to approve the minutes of the September 9, 2020 Regular meeting.

Ayes—All, the motion carried.

CITIZENS APPEARING: None.

REPORTS:

CITY STAFF – None.

VOLUNTEER DDA COMMUNITY EVENTS DIRECTOR

Volunteer DDA Community Events Director Kim Margherio reported on the following:

•**Fishing University** was happy to be here again and had a dinner for them at the Pavilion. The Driftwood Motel was very accommodating and Plath's donated the smoked loin for the dinner. Margherio sent Plath's a formal thank you.

•**Downtown Fall decorations** - Peltz's Produce donated the corn stalks. Margherio sent them a thank you.

•**Christmas Parade** – because of the spike in COVID, the thought is to not participate this year.

COMMITTEES – None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

MAIN STREET PROGRAM – APPLICATION CONTACT

Director McLennan stated that the application contact will need to be formalized. Volunteer DDA Community Events Director Kim Margherio has been the informal contact.

DDA RESOLUTION NO. 2020-15

A motion was made by Director Przybyla, seconded by Director Budnick, to appoint Director McLennan as the application contact person for the Main Street Program.

Ayes – All, the motion carried.

MAIN STREET PROGRAM - BUDGET

City Mgr. Hefele reported that to move forward with the Main Street Program we must make a five-year commitment to fund a Director. Hefele was given a budget template from the application, which he completed and included a copy of it in the meeting packet. Hefele briefly explained the proposed budget. Director McLennan reported the pledge drive has started and have over \$20,000 in formal pledges committed for each of the next five years and need to raise another \$10,000 for each of the five years. Hayley Rose will be leading the pledge drive. Discussion was had on revenue sources and expenses. Director Budnick stated that there was no expense in the budget for marketing and promotion. Director Przybyla inquired on when will we know if we are accepted; McLennan stated that we should expect an answer in March of 2021.

DDA RESOLUTION NO. 2020-16

A motion was made by Director Budnick, seconded by Director Przybyla, to approve the Main Street budget as presented with a change to include \$3,000 for marketing and promotion.

ROLL CALL: Ayes – All, the motion carried.

MAIN STREET PROGRAM - DISTRICT

Included in the meeting packet was a copy of the proposed Main Street district list of businesses and map highlighting the area. Defining the Main Street district is a requirement and specific guidelines must be met or the application will be

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rejected. Director Mills asked if Up North 23 and the Driftwood Motel can be included to the district. Director McLennan briefly explained the requirements of the Main Street program districting and what they are looking for. The businesses that are not in the district will still benefit from the program. McLennan will inquire on if Up North 23 and the Driftwood Motel can be included in the district.

DDA RESOLUTION NO. 2020-17

A motion was made by Director Brietzke, seconded by Director Budnick, to approve the Main Street Program District as presented and if Director McLennan receives approval to include Up North 23 and the Driftwood Motel to make the change to include them in the District.

Ayes – All, the motion carried.

MAIN STREET PROGRAM – RESOLUTION OF SUPPORT

Included in the meeting packet was a copy of the resolution of support of the Main Street Program.

DDA RESOLUTION NO. 2020-18

RESOLUTION OF SUPPORT

PARTICIPATION IN SELECT LEVEL OF MICHIGAN MAIN STREET PROGRAM

ROGERS CITY DOWNTOWN DEVELOPMENT AUTHORITY

The following resolution was offered by Director Przybyla, seconded by Director Budnick at a meeting of the Rogers City Downtown Development Authority conducted October 28, 2020:

WHEREAS, the Michigan Main Street Program has proven to be a catalyst toward growth and prosperity for communities that have worked hard to become members; and

WHEREAS, the Rogers City Downtown Development Authority recently engaged a consultant to assist it in determining how to bring growth and prosperity to Rogers City; and

WHEREAS, the economic development and community marketing plans crafted by that consultant listed engagement in the Main Street Program among Rogers City's top priorities; and

WHEREAS, a lack of staffed Economic Development or Convention Visitor Bureau offices, coupled with extensive turnover within the local Chamber of Commerce office has left the community without the personnel and expertise necessary to move Rogers City forward; and

WHEREAS, the creation of a Michigan Main Street office based on best practices that have been proven effective time and again would help the community overcome those obstacles; and

WHEREAS, the next step in the process is an application to participate in the Program's Select Level;

THEREFORE, BE IT RESOLVED, that the Rogers City Downtown Development Authority supports participation in the Select Level of the Michigan Main Street Program.

ROLL CALL: Ayes – All, the motion carried.

MAIN STREET PROGRAM – OTHER (MAYOR MCLENNAN)

Director McLennan stated that seventeen people have completed the Main Street Program training and those who have not will need to as soon as possible. The goal is to have all DDA members go through the training along with City employees and the more the merrier. McLennan updated the Directors on what has been done so far and asked them to email him names of people who would be willing to contribute financially. City Mgr. Hefele stated that he is looking for volunteers to contact the businesses that are in the Main Street district to complete information that is needed for the application.

OTHER BUSINESS:

- Winter Banners – They have been purchased and received.

CLOSED SESSION: None.

ADJOURNMENT:

A motion was made by Director Peltz, seconded by Director Budnick, to adjourn the meeting at 8:47 a.m.

John Budnik, Chairman

Janet M Nowak, Deputy Clerk/Treasurer