

**MANISTEE DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF WEDNESDAY, MARCH 13, 2024
8:30 A.M., WSCC EDUCATION CENTER
400 RIVER STREET, MEETING ROOM B**

PRESENT: Kyle Mosher, Karen Goodman, Bruce Allen, Bill Gambill, Deanna Marsh,
Tyler Leppanen, Sammie Lukaskiewicz, Lindsey Swidorski

ABSENT:

ALSO PRESENT: Nicole Kaminski, Stacie Bytwork, Sara Herberger, Kyle Kotecki -
Manistee News Advocate, Shane Brennan - Spicer Group, and
Councilmember Grabowski

1. **CALL TO ORDER**

Meeting called to order by the Chair at 8:32 a.m.

2. **APPROVAL OF AGENDA**

MOTION by Karen Goodman, second by Sammie Lukaskiewicz to adopt the agenda as
presented.

Voice vote—Motion approved.

3. **PUBLIC COMMENT**

None

4. **APPROVAL OF MINUTES FROM THE FEBRUARY 14TH, 2024 REGULAR MEETING**

MOTION by Karen Goodman, second by Bruce Allen to approve the minutes from the
December 13, 2023, public hearing.

5. **APPROVAL OF MINUTES FROM THE FEBRUARY 28, 2024 SPECIAL MEETING**

MOTION by Bruce Allen, second by Lindsey Swidorski to approve the minutes from the
February 28th, 2024, special meeting.

Voice vote—Motion approved.

6. **APPROVAL OF FINANCIAL REPORTS**

MOTION by Karen Goodman, second by Bruce Allen to approve the February 2024 financials.

Voice vote—Motion approved

7. **EXECUTIVE REPORTS**

- a. None

8. **REPORTS FROM AD HOC COMMITTEES**

1. Facade Grant

- a. Received confirmation from City Attorney, Tim Figura regarding the grant requirements.
- b. Received first payment from MEDC of \$75,000.

2. Streetscape

- a. Discussed the potential site visit to Midland to see what other communities have done.
- b. Light discussion on a timeline so we don't miss opportunities for potential dollars from the federal government.
- c. Washington Street is expected to get upgrades in 2025 and the US 31 is anticipated to start construction in 2027.
- d. Once the scope and plan have been created, there will be a discussion regarding the removal of the ordinance.
- e. Requesting board members to rank the top five (5) and submit to Carmen Kott.

3. Social District / Events

- a. Went through a draft list of items that need to be purchased for the DDA trailer and currently looking at a policy process.

4. Riverwalk

- a. Shane Brennan from Spicer Group did a presentation on the Riverwalk improvement and upgrades.

9. **OLD BUSINESS**

1. Budget

- a. Ed Bradford suggested that we go back to doing a 2-3% increase in the TIFF revenue.
- b. Ed will be asked to provide more details on why the budget can be in line with the actual revenue.
- c. Chair Mosher brought up funding the removal of trees on the DDA property.

10. **NEW BUSINESS**

1. US - 31 Construction

- a. A safety audit was completed up and down US 31 with findings of issues on Authur Street's side.
- b. Looking at the intersection at River Street and US 31 and left-hand turn lane.
- c. MDOT team will be presenting at City Council on April 2, 2024.
- d. A letter of support from the City Council and DDA for traffic calming to help slow traffic in areas.
- e. Lots of interest in sidewalk or bike path on US 31 for pedestrians.

11. PUBLIC COMMENT

Councilmember Grabowski - Asked about the gateway project and if there was any update or information.

Tyler Leppenan - There hasn't been any brownfield plan or other incentives improved and without the finances there will not be any construction or building.

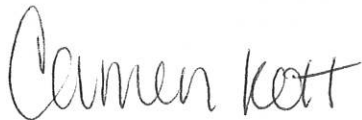
12. BOARD COMMENTS

Deanna Marsh - Asked about a document regarding the outdoor seating and regulations. Mentioned congratulations to Karen Goodman on the Business Leader nomination and congratulations to Sammie Lukaskiewicz for the Business Leader of the Year win!

13. ADJOURN

Next meeting is scheduled for Wednesday, April 10, 2024, at 8:30 a.m. in the WSCC Education Center, 400 River Street.

MOTION by Deanna Marsh supported by Sammie Lukaskiewicz **to adjourn at 9:26 a.m.**



Carmen Kott
Acting Recording Secretary