



The Mission of the Manistee Downtown Development Authority is to foster the development and promotion of an identifiable and attractive downtown area that will strengthen business and a sense of community ownership.

City of Manistee DDA

Wednesday, October 9, 2024 at 8:30 a.m.

Meeting Location: 400 River Street - Classroom B

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1. **Call to Order** – Vice Chair, Bruce Allen
 2. **Approval of Agenda**
 3. **Public Comments on Agenda Items** (5-minute limit)
 4. **Approval of Minutes from the Regular Meeting September 11th, 2024**
 5. **Approval of Financials from September 2024**
 - a. Approval of Expenses
 6. **Executive Report** - Andrew Stafford
 7. **Reports From Sub-Committees**
 - a. **Facade Grant** - Andrew Stafford
 - b. **Streetscape** - Andrew Stafford / Bill Gambill
 - i. Preliminary Proposal - The Spicer Group
 - c. **Events** - Andrew Stafford / Bill Gambill
 - i. Event Trailer Fund Allocation
 - ii. New Procedure for Street Closure
 - iii. Jones Street Closure Application - November 2nd
 - iv. Fall Festival Reimbursement
 - v. Holiday Decor Quote
 - d. **Gap Financing** - Tyler Leppanen / Andrew Stafford
 - i. Proposed TIF Plan Addition

8. Old Business

a. Revolving Loan Fund - Andrew Stafford

i. Update

b. Shine - Andrew Stafford

c. Riverwalk - Bill Gambill

d. Social District - Andrew Stafford

i. Stickers Update

ii. Participating Businesses Packet

1. Includes the Legislation and additional information provided by the State of Michigan (*not included in the Board Packet)

9. New Business

a. Special Meeting December 8th, 2024

10. Public Comment (5-minute limit)

11. Comments by Board Members

12. Adjourn

Attachments:

Minutes September Regular Meeting

Financial Reports

Budget vs Actual

Unpaid Bills Report

MIClass Statement

Economic Development Report - September 2024

Preliminary Proposal -The Spicer Group

Events Procedure

Jones St. Closure Request

Fall Festival Reimbursement

Quote for Holiday Decor

Proposed TIF Plan Addition

Social District Sticker Update

Participating Businesses Packet