



*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, December 11, 2024 at 8:30 a.m.**

**Meeting Location: 400 River Street - Classroom B**

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1. **Call to Order** – Chair, Kyle Mosher
  2. **Approval of Agenda**
  3. **Public Comments on Agenda Items** (5-minute limit)
  4. **Approval of Minutes from the Regular Meeting November 13th, 2024**
    - a. Motion to amend the November 13, 2024, meeting minutes to reflect the correct figures: the revolving loan amount should be updated to \$27,850.04, and the shortfall should be revised to \$1,149.96.
  5. **Approval of Financials from November 2024**
    - a. Approval of Expenses
    - b. Note: Line Item for MEDC Facade Grant
  6. **Executive Report** - Andrew Stafford
  7. **Reports From Sub-Committees**
    - a. **Facade Grant** - Andrew Stafford
      - i. Recommendation for 433 Water Street.
    - b. **Streetscape** - Andrew Stafford / Bill Gambill
      - i. Update
    - c. **Gap Financing** - Tyler Leppanen / Andrew Stafford
      - i. Update (Connect with Bill)
  8. **Old Business**

**a. Revolving Loan Fund - Andrew Stafford**

**b. Shine - Andrew Stafford**

i. Update/Service Call

**c. Riverwalk - Bill Gambill**

**d. Social District - Andrew Stafford**

i. Milwaukee House LLC approved for Social District

**e. RFP**

i. Sent out to the following firms:

1. Richards & McDougall

2. Salt City CPA

3. Michael Thompson

**f. Audit Update**

i. Motion to approve the final 2023/2024 DDA Audit with no further corrections.

**9. New Business**

**a. Little River Holdings LLC - Gateway Project**

**b. Love Wine LLC Off-premise Liquor License**

**10. Public Comment (5-minute limit)**

**11. Comments by Board Members**

**12. Adjourn**

**Attachments:**

Minutes November Regular Meeting

Financial Reports

Budget vs Actual

Unpaid Bills Report

MIClass Statement

Economic Development Report - November 2024

Recommendation for 433 Water Street

Update/Service Call

Love Wine LLC Off-premise Liquor License