



*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, July 9, 2025 at 8:30 a.m.**

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

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1. **Call to Order – Kyle Mosher**
  2. **Approval of Agenda**
  3. **Public Comments on Agenda Items (5-minute limit)**
  4. **Approval of Minutes from the Regular Meeting June 11th, 2025**
  5. **Approval of Financials from June 2025**
    - a. Approval of Expenses
  6. **Annual Election of Officers**
    - a. Chairperson
    - b. Vice Chairperson
    - c. Treasurer
    - d. Secretary
  7. **Annual Review of Committees** - Committees will be evaluated and decisions made for the year on committee makeup.
  8. **Annual Review of Rules Governing the Manistee Michigan Downtown Development Authority** - The governing rules should be reviewed annually by the Board of Directors, and they may be altered, amended, or repealed, and new rules adopted, by a majority of members present, to be effective upon approval of the Manistee City Council.
  9. **Executive Report** - Andrew Stafford
  10. **Reports From Sub-Committees**
    - a. **Facade Grant** - Andrew Stafford
      - i. Dwelling Realty Reimbursement

- ii. 319 ½ River Street Recommendation
- b. Streetscape** - Andrew Stafford / Bill Gambill
- c. Events** - Andrew Stafford / Bill Gambill
  - i. Run the Town Pink 5K
- d. Gap Financing** - Andrew Stafford

## **11. Old Business**

- a. Riverwalk** - Bill Gambill

## **12. New Business**

- a. Social District Signage** - Andrew Stafford
- b. Vacation Mode Promotion Update** - Nicole Kaminski
- c. OPRA Destinations for Downtown Properties** - Andrew Stafford
- d. Pedestrian Signs for River Street** - Nicole Kaminski

## **13. Public Comment** (5-minute limit)

## **14. Comments by Board Members**

## **15. Adjourn**

### **Attachments:**

Minutes Regular Meeting

Budget vs Actuals

Unpaid Bills Report

MI Class Statement

Sub-Committee List

DDA Board of Directors List

DDA Bylaws updated June 2025

Economic Development Report - July 2025

319 ½ River Street Recommendation

Run the Town Pink 5K Event Application

Vacation Mode Promotion Monthly Update

Pedestrian Signs for River Street