

**MINUTES**  
**ST. IGNACE DDA MEETING**  
**January 10<sup>th</sup>, 2020**

**Members Present:** Chairman Jim North, Vice Chair Mayor Connie Litzner, Cheryl Schlehuber, Barb Brown, Phil Ruegg, Heather Aukeman, Secretary Barb Yshinski, Linda Bell

**Members Absent:** Pat Ramsay

**Staff Present:** DDA Director Scott Marshall, Shirley Sorrels

**Others Present:** Erich Doerr from the St. Ignace News

Chairman Jim North called the meeting to order at 8: 02 a.m.

- I. **MINUTES:** Motion by Schlehuber, support by Litzner to accept the minutes of December 13<sup>th</sup>, 2019. Motion Carried.
- II. **ADDITIONS TO THE AGENDA:** Scott Marshall
- III. **FINANCIAL REPORTS:** Marshall reviewed the bills and revenue and expense report inside the DDA budget. Marshall gave the board a Revenue and Expense Report comparing years 2016-2019. Marshall discussed the increase for retirement expenses. Marshall gave the board a copy of the 2019 budget amendments. Motions by Ruegg, support by Litzner to accept the financial report with the budget amendments. Motion carried.

**IV BUSINESS:**

1. **Excuse absent members:** Motion by Schlehuber, support by Aukeman to excuse Ramsay.

**2. Little Bear Project Update**

Marshall said he plans to have the City of St. Ignace be the general contractor. He would like to allow alternatives to bonding, such as a letter of credit from the bank and payment when the job is done. This would encourage local contractors. Marshall would like to have 2 rounds of bids. The first round is for the building, electric, plumbing, fence and sod. The first round of bids for the building and the fence would allow for scaling back for example the fence bids would be for (1) field and (2) fields. Once the first round of bids come back, we will know more on how to proceed with scaling back for the first round projects to make sure that we have enough revenue to complete the needed second round projects. Marshall would like to have the first round of bids posted by February 7<sup>th</sup> and the second round of bids posted at the end of February. Marshall reminded the board that there is a lack of contractors and the economy is booming with construction. Contractors don't have to choose these government jobs which are a higher risk with lots of administration. Across Michigan, there is a shortage of contractors bidding on projects

and often the bids received are extremely high. Marshall said the second round of bids would address portions of the project that are fairly straight forward. For example, the bleacher cost is a known cost. Schlehber questioned changes in the project. Schlehber asked about the dog park, why do we need 2 fields. Litzner asked if we can look into other grants for additional funding.

3. **Downtown Project Committee-Amphitheater Project** – Marshall met with the downtown project committee at the American Legion Park to discuss potential sites for the amphitheater. Marshall will present the committee with amphitheater size options, other amphitheater suppliers and a list of references.
4. **Boardwalk Damage:** Marshall submitted the claim to the city's insurance but they didn't process the claim because they don't insure boardwalks. Since boardwalks are susceptible to weather damage.
5. **Museum Manager Report:** Sorrels talked about steps in obtaining a grant and perimeters of the grant. Sorrels complimented her staff and said she is having an appreciation party today at 6:30 and invited the board.

**Additions to the Agenda-** Marshall said it is time to elect officers for 2020. Schlehber made a motion to keep everyone at their previous positions for 2020. Motion passed. Schlehber asked to have "General Discussion" added to the agenda monthly to allow board members an opportunity to communicate and update the board with what's new in the DDA District.

**Public Comment-** None

There being no further business the meeting adjourned at 9:24 a.m.

Respectfully submitted: Barb Yshinski