

MINUTES
ST. IGNACE DDA MEETING
March 8th, 2019
(unofficial)

Members Present: Chairman Jim North, Vice Chair Mayor Connie Litzner, Barb Brown, Pat Ramsay, Cheryl Schlehuber, Linda Bell, Secretary Barb Yshinksi, Phil Ruegg, Heather Aukeman
Members Absent: Pat Ramsay, Linda Bell
Staff Present: Scott Marshall, DDA Director
Others Present: Kevin Hess from the St. Ignace News, Robert St. Louis, Alex Iseri

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 January 11th, 2019. Motion carried.

II. ADDITIONS TO THE AGENDA: Scott Marshall

III. FINANCIAL REPORTS:

Marshall reminded the board that the DDA revenue that is received through the tax collection doesn't show up in the budget until July. The board reviewed the financial reports.

Motion by Aukeman, support by Schlehuber to accept the financial report. Motion carried.

IV. BUSINESS:

Excuse Absent Members – Motion by Ruegg; support by Schlehuber to excuse Ramsay and Bell. Motion carried.

Little Bear Park Update– Marshall scheduled a meeting with new recreation director Williams on January 21st, 2019. Marshall invited Deb Evashevski, Brian Olsen and Billy Fraser. All attended but Fraser arrived late due to a prior meeting out of town. Mayor Litzner attended meeting. The goal of the meeting was to have all resources available for Williams to ask questions pertaining to the grant. Marshall said it was a positive meeting. Marshall said Williams was contacted by DNR grant coordinator requesting an update to the post grant evaluation reports for all grant projects the city received through the DNR in the past, 12 grants total. Williams asked Marshall to take care of this task. Marshall said he is working on it and hopefully will have it done by the end of next week March 15th.

Street Light Committee Report- Marshall reported he reviewed DDA notes and minutes relevant to the streetlight LED Project. Marshall spoke with manufacturers, suppliers and energy companies. The retro fit option is ¼ the cost but the city would still have the same fixtures. The board in 2017 decided to switch to LED fixtures based on the prototype that is place in front of the First National Bank. Marshall met with the DDA Streetlight Committee to see the

board would like to move forward with this project. The committee decided to pursue seeking bid costs. Schlehuber asked if the funds from the sale of the Chamber building could finance the project. Marshall said he has spoken with Patrick McGow from Miller Canfield who said the city could take out a tax exempt purchase loan agreement. Marshall said Mr. McGow stated that the city has room under the debt ceiling for this loan. The city council would have to create a resolution to take out the loan and the DDA would have to agree to pay back the loan. Chairman North said both options are possible. Marshall handed the board members bid specifications that he and Brian Olsen constructed. Mayor Litzner questioned if the city had room under the debt ceiling to take out another loan. Marshall said he would talk to Mr. McGow another time. The bid advertisement would be placed in the St. Ignace News and the bid specifications would be available at city hall. The deadline for all bids will be April 2nd at 3:00PM. Motion by Brown to put the project out for bids and supported by Schlehuber. Motion carried.

Budget Amendments- Marshall submitted 2018 budget amendment request to city clerk on January 14, 2019 to address deficits in various accounts inside the DDA Operations Budget. Marshall gave each board member the request form which showed the budget transfers moving funds from accounts that had money to accounts that were at a deficit. Marshall said a few late bills came in late which still left a few accounts short but he said he was advised that the window to make amendments closed but the auditors appreciate all efforts to make budget amendments because it shows that we are monitoring our budget and making changes as situations change.

Community Alliance Update- Marshall reminded the board that the intention of the community alliance is to bring groups and organizations closer, to build relationships, leverage resources and foster effective communication. Marshall has a community workshop and community meeting in place for Monday March 18, 2019 at the Little Bear East Arena. Brian Bosley St. Ignace native will be the guest speaker. Brian is a business consultant and a motivational speaker. The workshop is paid for by the First National Bank and the U.P State Credit Union. Schlehuber said it may be too last minute and it should have been in the paper earlier. Marshall said he spoke with the paper and they plan on doing a story in next week's paper. Marshall will also advertise in the St. Ignace News. Brown supported the idea to get it going.

Azaar Boardwalk Lease: Marshall said he has been in contact with Mr. Azaar's assistant and there is no new information at this time. Chairman North questioned if the city drew up a short term boardwalk lease if Mr. Azaar would sign it. The board suggested that Marshall try to set up a meeting one on one with Mr. Azaar.

Co- Working Space- Alex Iseri from the Mackinac Economic Alliance talked to the board about his Co-Working Space Project. It's about creating office space opportunities to visitors in the community and to residents in the community that may not have a brick and mortar business, Alex is asking the DDA Board for

\$10,000 of financial support for the project. Ruegg asked what the city gets for their contribution. Iseri said he is looking to rent a downtown business site for the office space. Brown asked how this would work as a public endeavor. Iseri said it would be managed by MAE and money made would be reinvested. Chairman North asked what the \$10,000 would be used for and if the project would be self-sustaining. North said the DDA does not have a budget to do this year after year. Iseri said he would like to have it open by June. MAE would contribute \$5,000. After much discussion, the board decided to have the budget committee discuss this further.

Historical Society Request- Marshall presented the board with a request from the Historical Society to continue the DDA's financial support for another 5 years and to increase the amount from \$2,000 annually to \$5,000. After budget discussions, the board agreed to support the Historical Society for another 5 years but for financial constraints decided to keep the support at \$2,000 per year. Motion by Brown and supported by Aukeman. Motion carried.

Museum Report- Marshall said the Shirley has been really busy writing grants and has a meeting this morning by phone with a grant coordinator and was unable to attend the board meeting.

Additions to the Agenda Marshall asked the board if they have any questions or comments for Betsy Hart on the City Master Plan. Marshall said that the city received the check from the insurance company for the welcome sign.

Other – None

Public Comment –None

There being no further business: Meeting adjourned at 9:33AM

Respectfully submitted: Barb Yshinski, Secretary