

MINUTES
ST. IGNACE DDA MEETING
July 12th, 2019
(unofficial)

Members Present: Chairman Jim North, Pat Ramsay, Phil Ruegg, Secretary Barb Yshinski, Cheryl Schlehuber
Members Absent: Vice Chair Mayor Connie Litzner, Linda Bell, Heather Aukeman, Barb Brown
Staff Present: DDA Director Scott Marshall, Museum Director Shirley Sorrels, City Manager Mike Stelmaszek, City Assessor Kyle Mulka
Others Present: Erich Doerr from the St. Ignace News

Chairman Jim North called the meeting to order at 8:06 a.m.

I. MINUTES

Motion by Schlehuber; support by Ruegg to accept the minutes of June 14th, 2019. Motion carried.

II. ADDITIONS TO THE AGENDA: Scott Marshall (1)

III. FINANCIAL REPORTS:

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

IV. BUSINESS:

Excuse Absent Members – Motion by Ruegg to excuse absent members, support by Ramsay. Motion carried.

City Assessor Kyle Mulka- Mulka discusses tax freeze programs. Mulka states that business building improvements don't increase taxes unless the physical footprint is changed like adding square footage. Mulka says that these type of major improvements like adding square footage requires a building permit. When a building permit is issued, the city assessor is notified. Simple improvements such as new siding, windows and roofing don't increase taxes. Mulka said that there are tax freeze programs that specifically address major improvements that require building permits and these programs would require city council approval.

Street Light Update: Rudyard Electric has completed the street light project. Marshall has received a lot of compliments on the lights from area residents. Marshall is working on replacing the 14 light pole bases that were damaged over the winter during snow removal. Marshall said that the City of St. Ignace has been purchasing bases for \$2,000. Marshall found a company that makes a similar base for \$800. Marshall asked for approval to order a base to see if it will fit. The base will take 10 weeks to arrive and the order can't be returned if we don't like it. Marshall contacted the city's insurance company and made a claim regarding the damaged bases. The insurance company will pay for the new bases minus the deductible. The board told Marshall to proceed with ordering the light

pole base.

Welcome Sign Update: Marshall said the sign was installed prior to car show. He is waiting on Vital Signs to add the “Welcome to St. Ignace” sign. Marshall plans on having Cedars of Mackinac add low maintenance shrubs around the sign. Marshall said that the sign is very user friendly with a lot of nice features. Marshall plans on having Thibault and Simmons as backup administrators for the sign. Schlehuber suggested having an independent administrator who is technology advanced.

Star Line Parking Lot Update- Marshall reports that negotiations continued in efforts of securing the Star Line parking lot adjacent to Ace Hardware for event purposes. Star Line has agreed to improve the surface of the parking lot to meet safety standards specifically filling holes. Star Line also agrees to pay for a basic electrical upgrade at the parking lot which will provide the basic electrical service for events. The Events Committee on July 11th voted unanimously in favor of the lease. The lease agreement will be between the DDA and Star Line. The DDA will pay Star Line \$6,000 a year for the lease. The Events Committee will waive the \$5,000 contribution for music and fireworks from the DDA for each year except 2019 since the summer is half over and the Events Committee probably won’t have a chance to use the parking lot the Events Committee will waive \$2,500 of the \$5,000 commitment. North spoke with members of the Events Committee and they are going to use this time to start planning for the 2020 event season using the parking lot. North asked the board to give Marshall the authority to execute the lease. Schlehuber makes motion to go forward with the lease, support by Ruegg. Motion carried unanimously.

Little Bear Park Update- Marshall believes that the project is very close to being ready to seek bids. North asked City Manager Mike Stelmaszek. Stelmaszek stated that he is under the impression that the project very close to being advertised for bids.

St. Anthony’s Pocket Park Update: Marshall reported that the fence has arrived. The plans were to bury the fence posts in the ground but he hit solid rock immediately. Marshall ordered surface mount brackets to attach the fence to the concrete pad. The fence is designed for either option. Schlehuber asked about the dumpster. Marshall said the dumpster belongs to Zak’s and is on her property. Marshall talked to the owner of Zak’s about shrubs or a privacy fence in front of the dumpster.

Azzar Boardwalk Update: Marshall sent a letter and lease agreement to Mr. Palmer the city’s attorney asking him to forward to Mr. Azzar as requested by the DDA board during the June Meeting. In the letter, Marshall emphasizes the importance of the boardwalk to St. Ignace and plans to upgrade the boardwalk in that area and enhance it with historic and Native American signage. Marshall said

the City of St. Ignace received a court summons to appear July 10th at district court. Marshall attended court with Mr. Palmer. Marshall said negotiations have continued between attorneys and he remains hopeful for a positive solution.

Museum Manager's Report- Sorrels reports that it has been a busy summer. Sales numbers are encouraging and the new POS system is very convenient. Sorrels report that visitors love the veterans wall. Sorrels is working on grants for the Marquette Mission Park. She is exploring ways to insulate the long house for winter use.

Additions to the Agenda-

Marshall's addition regarding light pole bases was discussed during street light discussion.

Other – None

Public Comment – Schlehuber reports that art exhibits are coming in August. City Manager Stelmaszek encourages tax freeze programs stating they don't have a down side.

There being no further business: Meeting adjourned at 9:26AM

Respectfully submitted: Barb Yshinski