

**MINUTES**  
**ST. IGNACE DDA MEETING**  
**January 11<sup>th</sup>, 2019**  
**(unofficial)**

Members Present: Chairman Jim North, Vice Chair Mayor Connie Litzner, Barb Brown, Pat Ramsay, Cheryl Schlehuber, Linda Bell, Secretary Barb Yshinski  
Members Absent: Heather Aukeman, Phil Ruegg  
Staff Present: Scott Marshall, DDA Director; Mike Stelmaszek, City Manager  
Others Present: Kevin Hess from the St. Ignace News, Sarah Doran, Alex Iseri

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

**I. MINUTES:**

**Motion** by Schlehuber; support by Ramsay to accept the minutes of December 14<sup>th</sup>, 2018. Motion carried.

**II. ADDITIONS TO THE AGENDA:** Scott Marshall, Cheryl Schlehuber

**III. FINANCIAL REPORTS:**

Marshall updated the board that he is waiting for all bills to be processed before making account transfers inside the DDA budget. Marshall reported that he will work with the city clerk to make some budget amendments inside the DDA operations transferring money from the Sundry and Project Maintenance to line items for DPW wages, DPW rental equipment and grounds maintenance.

Marshall reminded the board that some of the St. Anthony Pocket Park expenses are in the 2018 budget but the revenue for the project was in the 2017 budget. The revenue from 2017 budget rolled over into the DDA Capital Improvement Fund Balance

**Motion** by Ramsay, support by Litzner to accept the financial report. Motion carried.

**IV. BUSINESS:**

**Excuse Absent Members** – Motion by Brown; support by Schlehuber to excuse Ruegg and Aukeman. Motion carried.

**DDA Board Office Elections**– Brown nominated to keep Jim North as the Chairman of the Board; support by Ramsay. Motion carried.

Schlehuber nominated to keep Litzner as the Vice-Chairman; support by Brown. Motion Carried

Litzner nominated to keep Yshinski as the board secretary; support Bell. Motion carried.

**Little Bear East Project Update**- Marshall reminded the board that the new Recreation Director is now the project leader and she filed for another 6 month extension on the project and it was granted. RS Scott Engineering sent the requested clarifications for the revised plans to the DNR Coordinator on

December 27<sup>th</sup>. Brown asked Marshall when the project will break ground. Marshall said that all efforts will be made to start in the spring and unless there is an unforeseen problem that should be very feasible.

**Bat Houe Project** Sarah Doran updated the board with 4 possible locations for the bat houses. Little Bear storage pole barn, Zach's Fudge, Mackinac County Airport and the Star Line Parking Lot across from American Legion Park. Doran said she would contact the property representatives for approval. Doran believes that the placement would create good coverage and overlap since bats can feed up to a 5 mile distance from their home. Doran said that the proposed houses could home up to 100 bats. Ramsay said Mackinac Island may be interested. Doran said that the Hope Chest is another consideration. The board voiced their support of the bat house program.

**Budget Amendments-** Marshall asked to table this agenda item until the February meeting to make sure that all 2018 bills have been processed.

**Downtown Light Pole Review-**

Marshall asked the board if they would like him to follow up on the street light project in efforts to convert all the light poles to LED's to enhance lighting and to reduce expenses. No progress has been made on this project since the original retirement date of Evashevski. Marshall said that Evashevski has left very detailed notes and it will be easy to get up to speed. The board has already decided on the light specifications to match the prototype that is in place in front of the First National Bank. Marshall also read in prior board minutes that the sale of the Chamber Building was to be used for the street light project. Marshall has reached out to Michigan Energy Optimization about available incentives and rebates, West Michigan Lighting the company where we purchased the prototype, All Phase Electric and Rudyard Electric. Marshall would like to work with the project committee to speed up the project and to effectively communicate information back to the board at the February or March Meeting.

**Azaar Boardwalk Lease:** North and Marshall told the board that James Azzar the owner of 477 North State and 441 North State contacted the City of St. Ignace for the second time by letter requesting that the boardwalk be removed in front of the business at 477 North State where there isn't a current boardwalk lease in place. The original lease for this property expired in 2004. The lease for his adjacent property 441 North State has a boardwalk lease in place that expires in 2030. Marshall told the board that he has reached out to Azaar's assistant hoping to create communication and to look for positive solutions. The initial conversation was short but cordial. His assistant will contact Marshall once he is back in Michigan within the next couple weeks. Azaar sent the first letter to the City of St. Ignace in November of 2017.

**Museum Manager's Report** Marshall reported that Sorrels is working on a big grant. He can't divulge any more information at this point but he did say that the grant acceptance looks very promising.

**Additions to the Agenda** Schlehuber talked about "Opportunity Zone" a brand new program that promotes downtown renovation. Marshall told the board that he has attended grant training for the MEDC and MDOT.

**Other** – None

**Public Comment** –Litzner shared exciting news that the Senate and the House approved \$1,000,000 to the Fort De Baude Museum Project.  
There being no further business: Meeting adjourned at 9:09AM

Respectfully submitted: Barb Yshinski, Secretary