

**DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES  
MONDAY, JUNE 7, 2021**

Call to Order by Chairperson Jonathan Luse at 6:04 PM

Present: Jon Luse, Bob Frantti, John Diebel, Michele Blau, Paul LaBine

Absent: Andy Lahti, Steve Zutter, Steve Patchin, Ryan Heinonen,

Also present: Mary Babcock, Deborah Mann

Motion by Member Frantti and seconded by Member Diebel to approve the agenda.

Yes: All

No: None

Motion Carried

Motion by Member Blau and seconded by Member LaBine to approve the May 3, 2021 meeting minutes.

Yes: All

No: None

Motion Carried

Public Comments: No comments

Presentation: Leigh Young, MEDC Michigan Main Street Organization Representative gave a presentation on the benefits of the Main Street Program and discussed Level of Engagement including learning and implementation

Updates/Information:

- City Hall positions – Linda Kalinec: Clerk/Treasurer; Ashley Freeman: Code Enforcement Administrator
- Grant update- PHF granted money for 2 picnic tables for Memorial Park; NEP Round 5 nearing completion with painting when weather permits; CEDAM fellowship applied for – fellow full time for 15-month for cost of \$6000 with remainder and healthcare paid by CEDAM
- Zoning Plan undergoing continued revision at present – lengthy process
- Letters are being sent out by the Code Enforcement Officer to all property holders with evidence of blight. Plan to re-evaluate property to see evidence of cleanup.
- Newspaper advertising campaign in conjunction with HBPA with City activities published 5 times throughout the summer.
- Biweekly radio spot with WKMJ for DDA began June 3, 2021 with emphasis on Downtown Events and promotion of local businesses.
- Main Street Recruitment discussion – reviewed names of stakeholders with goal to reach out to them when a plan of action has been decided.

Old Business: Reviewed Façade Grant applications to discuss frequency of applications.

New Business:

- Consideration of approval of changes to the Façade Grant Rules and Application – Tabled

- Motion made by Member LaBine and seconded by Member Frantti to consider approval of the Façade Grant Application for 800 Quincy Street in the amount of \$10,000 with the stipulations of providing a well-defined quote and description of the plan.

Yes: All

No: None

Motion: Carried

- Consideration denied for Façade Grant Application for 812 Quincy Street in the amount of \$10,000 due to the scope of work to be completed. Portions of the projected work do not meet the Eligible Improvements. A letter will be sent to the property owner to resubmit a new application excluding the ineligible improvements.

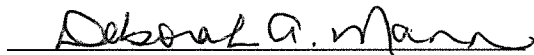
Other Business: None

Motion was made by Member LaBine and seconded by Member Frantti to adjourn the meeting of the DDA at 7:09 PM

Yes: All

No: None

Motion Carried



Date: June 7, 2021

Deborah Mann, DDA Coordinator