

## SPECIAL MAIN STREET DDA MEETING – NOVEMBER 4, 2020

The meeting was called to order via Zoom at 6:02pm

### Roll Call:

Present: Crongeyer, Eckhart, Hillesheim, Khan-King, Lindeman, Mallory, Stempky, Weir

Absent: Costin, Herceg

### Consent Agenda:

Lindeman asked to pull the October 6, 2020 minutes out for clarification.

*Motion by Lindeman, seconded by Khan-King to approve the consent agenda with the removal of the October 6, 2020 minutes for further discussion. Motion passed unanimously.*

### Old Business:

1. Consideration to approve revisions to the Rules of the Board of Directors

Crongeyer –

Eckhart – no questions

Hillesheim – no questions

Khan-King – no questions

Lindeman – Asked for feedback from the group on two points. Filling a vacancy of one of the officers and appointment of committee chairs.

Mallory – no comments

Stempky – no questions

Weir – no questions

*Motion by Hillesheim seconded by Stempky to approve revisions to the Rules of the Board of Directors. Motion passed unanimously*

### New Business:

1. Welcome new City of Cheboygan Mayor Les Tebo

Les Tebo expressed that he was pleased to be on the board and hopes to be a good Mayor for the City of Cheboygan so we can move forward. He looks forward to working with the Main Street DDA.

Katie Duczkowski welcomed Mr. Tebo and said she looked forward to working with him.

2. Welcome new Board Member Brandon Weir

Brandon expressed that he was humbled and honored to be part of the group. He is excited to get to work.

3. Discussion of timeline for 2021 Main Street DDA projects

Eckhart explained that committee members have been gathering information and researching projects for 2021. Project proposals will then be turned over to the Main Street DDA Board for review and consideration. Reach out to Katie if you need a project proposal worksheet. We welcome all proposals for 2021.

December – Board meet to review all project proposals

February/March – Finalize approved project proposal list and begin 2021-2022 budget.

#### 4. October 6, 2020 meeting minutes

Lindeman commented that Tom Eustice mentioned that the DDA owns a portion of the Bunny Wall. Lindeman said he believes that the DDA does not own any buildings or property so that wall would be owned by the City of Cheboygan.

Eckhart commented that a map showing property lines that she, Katie, and Christy reviewed listed the DDA as the owner.

Duczowski said that her understanding was that the bunny wall was part of the Woolworth building that was taken over by the DDA for the addition of Festival Square.

Eustice commented that the reason this wall is owned by the DDA is that it is titled to the DDA. The purchase was paid for by the DDA and the legal description on the deed that was conveyed to the DDA included that wall. This was not known until some year later when the property was surveyed. For title purposes the property did go to the DDA. If it could be sold the DDA would have to be the grantor for that wall.

Lindeman asked if that means the DDA technically owns the pavilion.

Eustice responded that yes, in title, the DDA does own a portion of that property.

*Motion by Lindeman, seconded by Mallory, to accept the minutes as presented. Motion passed unanimously.*

#### 5. Treasurer's Report

Revenue in the amount of \$720 is from the Christmas tree project (Light Up Local) that will take place in December.

Hillesheim asked if there was a way of knowing what is charged to DDA vs Main Street.

Crongeyer replied that she and Duczkowski are keeping a separate spreadsheet of this information. Once it is tested and working accurately it will be shared with the full Board.

#### 6. Committee Reports

##### a. Outreach Committee – Bobie Crongeyer

The committee is researching possible ideas for next year including some marketing ideas.

There was a lot of positive feedback from the Scarecrow Stroll and Williams Office Equipment won both the Judges Choice and Peoples Choice awards.

##### b. Placemaking Committee – Christy Stempky

Recruiting help for the downtown clean up event in May. Trash and recycling bin pilot project continues to be refined. Positioning the recycling bins next to the trash bins seems to help reduce the two being mixed up. Ashley Bur from Emmet County Recycling is open to applying on behalf of Cheboygan for Keep America Beautiful Grant to bring 10 recycling bins to Cheboygan. There could be a possible collaboration with Cheboygan Area Schools.

Susan has yet to receive any proposals back for downtown hanging baskets. She will follow up with possible vendors.

It was noted that the yellow mums at Festival Square add the most vibrancy.

The Christmas decorations subcommittee has worked to revamp the décor downtown. There will be more garland and lights on less light poles, focusing efforts at the intersections. Thirty trees will be added downtown. These have been sponsored by and will be decorated by local businesses and residents.

History and heritage interpretive signage project is still in the research phase.

Boardwalk planning subcommittee identified the need for a pedestrian plan so we can enhance our walkways and have safe routes. Caroline Keson has been doing a lot of research in our community for ways to protect our natural resources.

Local fall artwork has been added to the informational kiosks.

Requests for proposal for landscaping have been sent out. We hope to enhance the landscaping downtown and problem solve issues surrounding the health of the trees on Main Street.

Gordon Turner boardwalk continues to be covered in sand. It was suggested that volunteers could help to shovel or sweep the sand. Research will be done to find a more sustainable design solution that will be less demanding of man power.

c. Events Committee – Brandon Weir

Cheboygan Main Street DDA will be taking over the 4<sup>th</sup> of July Parade, Holiday Parade of Lights, and Summer Concert Series for 2021.

An email was sent to current events committee members to introduce Brandon and determine committee involvement moving forward. Hoping to have a meeting to gather ideas for next year and keep members engaged.

Brandon wrote an article for the Tribune to update the community on events.

d. Business Development Committee – John Costin

Cheboygan Main Street DDA Business Networking Roundtable has been scheduled for Thursday November 19, 2020 from 6-7:30pm at Bishop Automotive. Please RSVP to John Costin [icostin@cheboygan.org](mailto:icostin@cheboygan.org) if you are able to attend.

The Chair position for the Business Development Committee remains open. If you are interested in this position please reach out to Emily Eckhart [eeckhart@cheboygan.org](mailto:eeckhart@cheboygan.org) or Katie Duczkowski [kduczkowski@cheboygan.org](mailto:kduczkowski@cheboygan.org).

e. TIF Renewal Committee – Dennis Lindeman

Dennis would like to schedule and in person socially distanced meeting and include Les Tebo to get the new Mayor and City Council members up to speed on the Main Street DDA program. Katie and Dennis will work to schedule this meeting.

## 7. City Council Report

Brett Malory reported that a public hearing has been tentatively scheduled for November 10th to discuss tax abatement for 401 and 409 N Main Street. This meeting might have to be rescheduled after further discussion with the MEDC.

740 W State St was rezoned to allow the construction of storage units.

Cassandra Clear was appointed deputy treasurer.

## 8. City Manager's Report

A City Manager job has been posted and will remain posted until November 15. Tom plans to retire towards the end of March or beginning of April 2021 and hopes to be able to work with the new City Manager for a few months.

We should know by the end of December if the City has received a DNR grant to help with fishing piers along the east bank of the Cheboygan River. If funding is received construction will begin in the spring.

Great Lakes Tissue is on layoff that could last until mid-December. They typically sell to vendors who supply large venues such as sports arenas which has been closed. If the not at home market comes back it will come back strong for Great Lakes Tissue because some of their competitors have closed permanently.

Main Street is a state highway and vehicle traffic has the right of way on a state highway. MDOT has changed their thought process and will now allow signs to make pedestrian traffic a priority. Signs have been ordered and will be placed in the middle of the road at the crosswalks in front of Festival Square. It will be a nice change to make downtown more pedestrian friendly.

SOZO is pushing to open by November 30, 2020. They have Medical Marihuana and Adult Use Marihuana permits.

Eckhart asked about the hiring of an Assistant City Manager. Tom Eustice replied that multiple resumes were received for the Assistant City Manager position but the committee did not feel that any of them had the public administration talent that they were looking for. The committee decided to move forward with searching for a City Manager at a higher salary that has the talent the is needed by the City of Cheboygan. An assistant will not be sought out at this time.

## **9. Public Comments**

Sherry Nelson – pass

Trudy Lofgren – Good job on crosswalk signage.

## **10. Board Member Comments**

Crongeyer – no comments

Eckhart – no comments

Hillesheim – Welcomed Brandon Weir and Mayor Tebo.

Khan-King – no comments

Lindeman – no comments

Mallory – no comments

Stempky – Welcomed Mayor Tebo and Brandon Weir. Thank you for serving our community.

Weir – Thank you for the warm welcome

## **11. Adjournment**

*Motion by Hillesheim, seconded by Mallory to adjourn the meeting. Meeting was adjourned at 7:03 pm.*