

Cheboygan Main Street Downtown Development Authority
Regular Board Meeting

MINUTES

February 7, 2023 6:00pm City Hall – Council Chambers

1. **Call to Order**

2. **Roll Call:** Members in attendance: John Costing, Bobie Crongeyer, Brett Mallory, Amanda Paull, Christie Stempky, John Strittmatter, Eric Villanueva, Carole Yeck

Quorum present

3. **Consent Agenda:** Board approved consent agenda. motion by John Costin, seconded by Brett Mallory

4. **Treasurer's Report** – Treasurer Bobie Crongeyer reported: revenue for January \$9,342 expenses \$53,224 ending balance \$324,979. Upcoming reporting changes will add additional line items i.e. greater detail to budgets. Changes expected to make budgeting easier.

5. **Committee Updates**

1. Outreach Committee – Chairperson Crongeyer reported: 1) Music on main will be themed, e.g. Farmer's market - Downtown music tie-in event; Director Schneider has already created a poster "Downtown Thursdays" in preparation 2) Director Schneider is putting together "sponsorship packets" i.e. a document created in order to vet sponsors for DDA events. Disclosure of said document forthcoming once drafted.

- b. Placemaking Committee – No chairperson- nothing reported

- c. Events Committee – Director Schneider reported: presently no chairperson for the committee. Director Schneider is designating "project leads" i.e. people other than the chairperson who are in charge of the events. Summer concert schedule has been approved. New Event St. Patrick's Day pub crawl.

- d. Business Development Committee – Co-chairperson Strittmatter reported: The committee will be updating the building inventory as well as "journey mapping" i.e. a document describing the steps a business must take to comply with city ordinance, e.g. zoning and planning, site plan review, special land use permits, etc., for the benefit of new and existing businesses. Match on Main application outstanding \$25K grant, participant puts down 10%.

6. **Reports**

1. City Council Report – Mayor Brett Mallory reported: City Council updated in regard the present state of the Opera House. Public Hearing set for 2-14 to amend Historic district city ordinance. Emergency sewer work due to sewer collapses performed by the City recently. city awarded \$500K for back up camera for fire trucks. Tissue factory resold. Housing Commission \$430K grant in assistance to renovate units.
- b. City Manager Report- Manager Dan Sabolsky reported: Water treatment plant renovation is progressing. No further updates until summer. City will be constructing a new water tower with a 1% interest rate USDA loan. More grants, to obtain funding to continue water and sewer repairs, will be sought.
- c. Director’s Report – Director Schneider reported: She will be working with the treasurer to implement the Budget line-item extensions. She expects it to be implemented by next month.

7. **Old Business**

- a. Work session- Director Schneider reported: a Board work session was scheduled for Tuesday February 21st, 5pm to 8pm at City Hall in Council Chambers. She will send out documents to review in preparation of that appointment. Accreditation standards will be discussed. New accreditation standards forthcoming in 2024.
- b. Footbridge Accessibility Draft Report update- Director Schneider reported: She and the city manager had a meeting with “HRC”. She will be pursuing a warranty against “basement tech”. DPW head believes leakage is still occurring in the elevator pits. Director sought input from the Board regarding which of the 3 options provided by the engineer to take. She informed the board of a potential 4th option of moving the bridge, and sought input on whether to develop the option further. [Discussion ensued] [no resolution of the board]

8. **New Business**

- a. Welcome new Main Street DDA board member Amanda Paull (Animal Medical Clinic of Cheboygan) - Board officially welcomed Amanda Paull to the board.
- b. Farmers Market: Would like to join the Main Street program as part of a committee or separate committee. Travis Newman (Market Master) proposed that the Farmer’s market become a committee under the DDA. [Discussion ensued] Director Schneider took the proposal under advisement. She will develop the proposal further for implementation by way of an informal work session involving Stempky, Crongeyer, and Villanueva, and Yeck.