

**Downtown Development Authority Board
Scheduled Meeting
Monday, August 3, 2015
City Hall Chambers**

Present: Cady, Krumholz, LaVanway, Miller, Mayor Peck, Teske, Worgess and City Manager Tom Cannon.

Absent: Atkins and McCleod

Meeting was called to order by President Teske at 5:35 p.m.

Secretary's Report-

Motion by Miller, second by Worgess to approve the July 13, 2015 minutes. All ayes, motion carried.

Treasurer's Report-

Motion by LaVanway, second by Cady to pay the bills to City sewer & water, Haley Inc. for sprinkler maintenance and to Charlevoix State Bank for installment purchase. All ayes, motion carried.

Motion by Peck, second by Miller to approve treasurer's report. All ayes, motion carried.

City Manager's Report-

A new website design has been completed for the city with a better format and it is mobile device friendly.

DEQ did a wastewater site visit. DEQ discussed dewatering operations, capacity issues as well as plans for the new treatment facility. Until the new plant is completed the city is looking into additional flood fields to increase our dewatering allowance for the upcoming seasons.

USDA Rural Development application was approved at the July commission meeting. City is hoping to receive notification late fall on the grant vs. loan amounts. To keep the sewer project on schedule, engineering services will continue throughout the fall winter. When funding is approved, permit efforts and bidding could start next fall.

Police Chief interviews took place last Wednesday. A committee of law enforcement administrators and City manager did the interviews. The position was offered to the chosen person who accepted and will begin early September.

Mayor's Report-

The Boy Scouts started painting the fire hydrants red and black. They still have more to complete.

City is doing inventory on the way finding signs. It is more detailed in town vs. outside of town.

Chairman's Report-

Teske brought up regional DDA meeting. Bethany Pearson from NLEA canceled meeting due to summer being busy. Bethany and Andy Hayes would like to visit each community and ask what the plans are for each community.

Old Business-

A. Update on Flower Boxes-

Some heads for the water sprinklers in the flower boxes on Main Street were too little. Now all the sprinklers are suppose to be fully functionable.

B. New Banners-

Banners are on hold due to way finding grant.

C. Hotel Property Negotiations Update-

Miller and Cannon will meet with Floyd Wright negotiating on property price.

D. Summer Rentals in the DDA District-Barb Worgess

People are renting their homes in DDA districts. This is an evolving industry and Worgess just wanted board to be aware of the rules.

New Business-

A. Green Light-Status

Worgess informed the board the hatch is scheduled for October 8th at Castle Farms. Some sponsors for preliminary and finals have been scheduled as well as local and regional people picked for judging.

B. Christmas Lights-

Miller will try to take care of lights for Christmas when in Chicago.

C. Main Street Development-

Cannonball LLC project tore down the buildings on corner of Main Street. Grass will be put in that area for now. Architect has done all work needed and the project is right on schedule.

D. Entrepreneurial Communities-

The 4th annual Connecting Entrepreneurial Communities (CEC) conference is going Border to Border with two new locations in 2015. The first conference will be held in the Houghton/Hancock Communities on Oct. 7th and 8th and the second conference will be in downtown Sturgis on Oct. 21st and 22nd.

Krumholz informed board MDOT has sent out a letter regarding a snowmobile sign on M32 that would be part of Pure Michigan asking if others received the letter.

Discussion was held on senior citizen center contract and issues of room for the city at the current Senior Citizen Center.

Meeting adjourned at 6:35 p.m.

Next meeting is rescheduled for Monday, September 14, 2015 due to Labor Day.

Following meetings are:

Monday, October 5, 2015

Monday, November 2, 2015

Monday, December 7, 2015

Respectfully submitted,

**Dawn LaVanway
Secretary**