**CITY OF ST. IGNACE**

**DDA MEETING MINUTES**

**August 12th, 2022  
City Council Chambers**

**Members Present:** Chairman Jim North, Erik Heffernan, Pat Ramsay, Barb Yshinski, Barb Brown, Kristi Gustafson, Cheryl Schlehuber and Tom Cronan.   
Heather Aukeman attended online.

**Members Absent:** None

**Staff Present:** DDA Director Scott Marshall, Museum Director Shirley Sorrels,

**Others Present:** Stephanie Baar, Erich Doerr, Tom Neff

Meeting called to order at 8:02 AM

1. **MINUTES:** Motion by Cronan support by Schlehuber to accept the minutes of July 8th, 2022. Motion passed.
2. **ADDITIONS TO THE AGENDA**: Marshall (1)
3. **FINANCIAL REPORTS:** Marshall reviewed the bills and the financial reports for July 2022. Motion by Schlehuber, support by Ramsay to accept the bills and the financial report. Motion Passed.
4. IV **BUSINESS:**
5. **Excuse Absent Board Members:**
6. **Parking Solutions; Tom Neff from Traffic and Safety:** Marshall said that parking is a concern in every community. Since it is a current topic right now with the planning commission, Marshall said it is a perfect opportunity to find out more information. Marshall introduced Tom Neff. Tom Neff showed a power point presentation that was very informative. Tom talked about different options and applications. Tom Neff will follow up with Marshall for estimated cost and anticipated revenue.
7. **DDA Borrowing Resolution** Marshall presented a borrowing resolution to the board to approve which gives Marshall the authority to sign the purchasing documents on the Gyftakis property. Motion by Schlehuber, support by Cronan to allow Marshall to sign and execute closing documents. Motion passed.
8. **Community Cultural Pavilion:** Marshall reported that the estimated delivery date of the pavilion is October 6th. Marshall requested permission to put the project out for bids. Cronan made motion, support Ramsay to approve Marshall to advertise for bids. Motion passed.
9. **Little Bear Park Update:**  Marshall and Billy Fraser have worked every day for last month on park. Storm drains have been installed and they are currently working on trail and landscaping. Marshall said this amount of progress would not be possible without Fraser. Marshall said DNR Coordinator said to close out project with city engineer when completed.
10. **Boardwalk Project:** DDA Downtown Projects Committee met on August 10th to walk the 3 sections of boardwalk suggested for replacement. Committee agreed that replacing rotten wood sections with concrete is the best option. Marshall said the $25,000 Enbridge donation has been deposited.
11. **DDA Bylaws:** The DDA Bylaw committee met on August 5th and reviewed bylaws from various communities. The committee put together a draft for the board to review. The board will wait for input from the city attorney and review the bylaws at the next meeting.
12. **Director’s Report:**  Marshall reported that the public works department has been adding new filter cloth and decorative stone around downtown trees. Marshall is waiting to hear back from MMRMA regarding the grant application for cameras at the Legion Park.
13. **Museum Report:** Sorrels reports everything is going well. Lots of positive comments from visitors. Sweat lodge will be built. Sorrels praised Tom and Francie for their hard work. Sorrels would like to solicit bids to paint the Gyftakis house. Board agreed.
14. **Additions to the Agenda**: Marshall asked the board for permission to transfer the fund balance from the community cultural pavilion capital projects fund (494) into the 2022 community cultural pavilion account (494-000-580). Motion to transfer capital project 494 fund balance into 2022 pavilion account by Ramsay, support by Cronan. Motion passed.
15. **Open Discussion:** Schlehuber said that the Moran Bay Motel has a new owner. The motel looks nice.
16. **Public Comment:** None

There being no further business the meeting adjourned at 9:56 AM

Respectfully Submitted by Barb Yshinski