

**MAIN STREET/DOWNTOWN DEVELOPMENT AUTHORITY**  
**WEDNESDAY, OCTOBER 11, 2023 – 8:30 A.M.**  
**MEETING HELD AT CITY HALL – CITY COMMISSION CHAMBERS**  
**City of Sault Ste. Marie, Michigan**

**MEETING MINUTES**

**Present:** Ray Bauer – City Commission Liaison  
Brian Chapman  
Craig Cooper  
Jessica Johnston  
Mark Savoie  
Amy Goetz  
Jordan Chisholm  
Wilda Hopper

**Absent:** Ray Bell  
Sue Anne Wilks

**I. Routine Agenda Items**

**1. Call to Order**

Meeting was called to order at 8:32 am.

**2. Roll Call**

*Recommended action: Motion to excuse Ray Bell from today's meeting.*

Attendance was taken as noted.

***Moved by Jessica Johnston, supported by Mark Savoie, to excuse Ray Bell and Sue Anne Wilks from today's meeting. The motion passed unanimously.***

**3. Approval of Minutes**

**August 10, 2023, Regular DDA Board Meeting Minutes**

*Recommended action: Motion to approve August 10, 2023, regular DDA Board meeting minutes.*

**September 13, 2023, Regular DDA Board Meeting Minutes**

*Recommended action: Motion to approve September 13, 2023, regular DDA Board meeting minutes.*

***Moved by Brian Chapman, supported by Jessica Johnston, to approve the August 10, 2023, regular DDA Board meeting minutes and the September 13, 2023, regular DDA Board meeting minutes. The motion passed unanimously.***

#### **4. Approval of Agenda**

*Recommended action: Motion to approve agenda for today's meeting.*

***Moved by Mark Savoie, supported by Brian Chapman, to approve the October 11, 2023, DDA Board meeting agenda. The motion passed unanimously.***

#### **5. Declaration of Conflicts of Interest.**

There were no conflicts of interest.

#### **II. Budget Review – Ending 8/31/23 Kali Perron, Finance Department**

Kali Perron, Assistant Treasurer, reviewed the budget ending 8/31/23.

#### **III. Action & Consensus Items**

##### **1. 538 Ashmun Brownfield – Interlocal Agreement Nikki Radke, Sault Ste. Marie EDC Development Specialist**

*Recommended action: Motion to approve interlocal agreement to use DDA Tax Increment Revenues for 538 Ashmun Brownfield Redevelopment project.*

***Moved by Craig Cooper, supported by Brian Chapman, to approve interlocal agreement to use DDA Tax Increment Revenues for 538 Ashmun Brownfield Redevelopment project. The motion passed unanimously.***

#### **IV. Business Items**

##### **1. Board Member Responsibility Agreement – Stephanie Sprecker**

Sprecker distributed Board Member Responsibility Agreements for each Board member to sign.

##### **2. Snow Fund/Financial Report Discussion – Sue Anne Wilks**

#### **V. Director's Report & Updates – Stephanie Sprecker**

##### **1. Recent Training –**

**a. U.P. DDA Director Workshop – Escanaba, MI**

**b. MI Main Street Director Retreat – St. Joseph's, MI**

##### **2. Local Façade Improvement Program Event Date – 11/10/23**

The Local Façade Improvement Program fundraising event is scheduled for November 11, 2023.

### **3. On-Site Accreditation – 11/8**

The MEDC will be on-site on November 8 for the on-site accreditation.

### **4. Match-on-Main Grant Program**

The Match-on-Main Grant Program application will be released following the MEDC's formal announcement.

## **VI. Committee Updates**

### **1. Promotions Committee – Jordan Chisholm**

#### **a. Main Street Events**

Chisholm provided an update on Main Street events.

### **2. Organizations Committee – Sue Anne Wilks**

### **3. Design Committee – Stephanie Sprecker/Craig Cooper**

Sprecker and Cooper provided an update on the Design Committee.

### **4. Economic Vitality Committee – Craig Cooper**

Cooper provided an update on Economic Vitality.

## **VII. Board Comments and Announcements**

There were no Board comments or announcements.

## **VIII. Public Comments and Announcements**

There were no public comments or announcements.

## **IX. Adjournment**

***Moved by Brian Chapman, supported by Mark Savoie, to adjourn the meeting at approximately 9:10 a.m. The motion passed unanimously.***

Respectfully submitted,

Craig Cooper, DDA Chair

blm