

**MAIN STREET/DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, JANUARY 10, 2024 – 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
Ray Bell
Brian Chapman
Craig Cooper
Jessica Johnston
Sue Anne Wilks
Mark Savoie
Amy Goetz
Jordan Chisholm
Wilda Hopper

Absent: N/A

I. Routine Agenda Items

1. Call to Order

Meeting was called to order at 8:36 am.

2. Roll Call

Attendance was taken as noted.

3. Approval of Minutes

December 13, 2023, Regular DDA Board Meeting Minutes

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

Moved by Brian Chapman, supported by Ray Bell, to approve the December 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 Brian Chapman, supported by Ray Bell, to approve the January 10, 2024, DDA Board meeting agenda, minus the closed session agenda item. The motion passed unanimously.

5. Declaration of Conflicts of Interest.

There were no conflicts of interest.

II. Closed Session

III. Business/Discussion Items

1. Match on Main Street Grant – Screening Committee Discussion

The MEDC has paused all Match on Main Street Grants until further notice. The Screening Committee selected Northern Life Yoga and Gym 906 for the next round of the Match on Main Street Grant.

2. Main Street Accreditation – Recommendations/Report

Sprecker reviewed the Main Street Accreditation recommendations/report.

3. 2024 Technical Assistance Application Update

The MEDC will not provide 2024 Technical Assistance Services until a new DDA Director is hired.

4. Board Member Violation of Purchasing Policy – Craig Cooper, Board Chair

Moved by Brian Chapman, supported by Craig Cooper, to reconfirm the DDA to follow the City's purchasing policy, to be amended from time to time. The motion passed unanimously.

Moved by Wilda Hopper to relieve Sue Anne Wilks as a volunteer of the Main Street Program until volunteer policies and procedures can be made – motion failed.

IV. DDA Director Departure – Discussion/Next Steps

Moved by Ray Bell, supported by Wilda Hopper, to release the Pub Crawl event from the DDA event calendar. The motion passed unanimously.

V. Board Comments and Announcements

The Board thanked Sprecker for her time and dedication as the DDA Director.

The Board came to the consensus to review and follow Robert's Rules of Order.

DDA requests and information should be directed to the City Manager until a new DDA Director is appointed.

VI. Public Comments and Announcements

There were no public comments or announcements.

VII. Adjournment

Moved by Brian Chapman, supported by Ray Bell, to adjourn the meeting at approximately 9:59 a.m. The motion passed unanimously.

Respectfully submitted,

Craig Cooper, DDA Chair

blm