

MAIN STREET/DOWNTOWN DEVELOPMENT AUTHORITY
WEDNESDAY, FEBRUARY 14, 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
Jordan Chisholm
Wilda Hopper

Absent: N/A

I. Routine Agenda Items

1. Call to Order

Meeting was called to order at 8:34 am.

2. Roll Call

Attendance was taken as noted.

3. Approval of Minutes

January 10, 2024, Regular DDA Board Meeting Minutes

Moved by Ray Bell, supported by Wilda Hopper, to approve the January 10, 2024, regular DDA Board meeting minutes. The motion passed unanimously.

4. Approval of Agenda

Moved by Mark Savoie, supported by Jessica Johnston, to approve the February 14, 2024, DDA Board meeting agenda. The motion passed unanimously.

5. Declaration of Conflicts of Interest.

There were no conflicts of interest.

II. Draft Budget Review RY 24-25

1. Review of Event Calendar – Discussion & Approval

Moved by Jessica Johnston, supported by Wilda Hopper, to have the Music in the Park Series, Halloween Spooktacular (Including Lock City Parade of Frights), Parade of Lights Presented by Parkers' Hardware, SSM New Year's Eve Celebration/Anchor Drop, and Friday Movie Series on the 2024 event calendar. The motion passed unanimously.

2. 2025 Downtown Flowers & Gardens – Discussion

Moved by Sue Anne Wilks, supported by Ray Bell, to move the fundraising for the façade program into an account according to how they were raised and presented to the public. The motion passed unanimously.

The Board came to the consensus to carry the flower and garden program onto the 24/25 budget.

III. Business Items

1. Review Director Job Description & Hiring Process – Discussion & Approval

Moved by Ray Bell, supported by Jessica Johnston, to look into combining the DDA and EDC Director positions and make sure there is proper support staff to assist the Director. The motion passed unanimously.

2. The DDA as a Main Street Organization – Discussion

Moved by Sue Anne Wilks to hire a consultant for TIF – motion failed.

IV. Committee Updates

1. Promotions/Organizations Committee – Jordan Chisholm

Chisholm provided an update on the Promotions/Organizations Committee work.

2. Design/Economic Vitality Committee – Craig Cooper

Cooper provided an update on the Design/Economic Vitality Committee work.

V. Board Comments and Announcements

There were no Board comments or announcements.

VI. Public Comments and Announcements

There were no public comments or announcements.

VII. Adjournment

Moved by Mark Savoie, supported by Brian Chapman, to adjourn the meeting at approximately 9:51 a.m. The motion passed unanimously.

Respectfully submitted,

Craig Cooper, DDA Chair

blm