



LUNA PIER DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

MONTH: DECEMBER 2023

DATE	12/19/23	TIME	7:00 p.m.	CHAIR	Joe Bozynski
-------------	----------	-------------	-----------	--------------	--------------

DDA MEMBERS - GUESTS			
Joe Bozynski - Present	Mike Briskey - Excused	Connie Cole - Present	Jim Gardner - Present
Duy Hoang - Excused	Shawn Reid - Present	Dave West - Present	Kelly Larrow – Guest - Present

TIME	ITEM	MOTION	SECOND
7:05 pm	Call to Order	Jim Gardner	Dave West
	Roll Call: Joe Bozynski, Mike Briskey, Connie Cole Jim Gardner, Duy Hoang, Shawn Reid, Dave West, Kelly Larrow (guest) (SEE ABOVE)		
	Approval of Minutes of October 24 th , 2023 meeting – Approved with revision that minutes approved were for September 26 th meeting (not 10/24)	Shawn Reid	Dave West
	Approval of Agenda – added discussion of eclipse & streetlights to Old Business	Dave West	Joe Bozynski
	Report and Approval of Treasurer's Report – <ul style="list-style-type: none"> Treasurer will email report (fund balance of \$23,885.20 and last 5 transactions). Discussed need to have a preliminary DDA spending plan by end of Q1 and approved plan prior to end of fiscal year (needs to be properly communicated to public through informational meetings and posted on website) 		
	Old Business <p>A. Parking – Parking Committee to extend access to other DDA members for access to parking data and report generation/audit reports for end of December 2023. Still looking at future potential areas for parking.</p> <p>B. Lighthouse Project Update – Mayor reported that A4 Access (elevator contractor) came out and provided feedback on requirements needed to certify elevator and is scheduled to return. Bathroom Cleaning now at 1 day/week. Still need furniture.</p> <p>C. Park and Rec “Adopt a Park” - No Updates at this time.</p>		

TIME	ITEM	MOTION	SECOND
	<p>D. Eclipse April 8th Planning – Reported that on 12/6 a call with Monroe County tourism who is willing to support the city for eclipse. Opportunities exist to promote our city but there are safety concerns with overpass demo/limited traffic outlets. Weather, limited time of totality (<30 sec), and limited resources of city provides challenges/uncertainties. DDA Plans need to be aligned with Freedom Festival, council, & police. Discussed need to have a defensive strategy to handle influx of people but not promote event. Mayor will reach out to attorney. There could be opportunities for businesses and non-profits to capitalize on eclipse merchandise. Parking rates & additional parking locations at businesses also discussed.</p> <p>E. Streetlights – DDA Chair contacted Consumers Power and regarding grant opportunities. Discussion on including streetlights and downtown beautification as part of DDA plan and look for grant opportunities to assist in funding.</p>		
	<p>New Business</p> <p>A. Report from Mayor: Master Plan in progress; 1st meeting Feb 13. Looking to fill vacancies on several boards (Planning, Flood & Erosion) and candidates need certain skill sets and must be appointed by Mayor.</p> <p>B. DDA Planning for Fund Balance: Treasurer suggested creating a subcommittee to work on developing a detailed plan for review.</p> <p>C. Business Owner Report: Luna Pier Storage owner made 2nd request that city make road repairs at the entrance of Luna Pier Storage (Significant drop off exists).</p> <p>D. Discussion of Downtown Improvements: Discussion on creating an email listing for communicating to local businesses and non-profits. Further discussion occurred regarding promoting city and filling vacancies once the bridge/overpass is completed.</p> <p>E. LP DDA Capstone Project: Suggestion and discussion on using recent Michigan Downtown Association training seminar to develop a Capstone project that can be used as a template for other cities.</p> <p>F. DDA Member Training: - Training provided on template for Informational Meeting Requirements (recap past spending, list of meetings, future spending plans, etc.). Discussion on providing DDA/TIF educational materials for the council and public. Further discussion occurred on MEDC training available for municipal boards/members and how to improve effectiveness across boards and community.</p>		
	Public Comment -		
	Next Meeting Date: 01/23/24		
8:53pm	Adjournment	Dave West	Jim Gardner

