

City of Frankfort
Downtown Development Authority
July 21, 2015
Minutes

Called to order - 3:34 pm

- I. Attendance: Steve Campbell, Rick Schmitt, Josh Mills, Cory Bissell, Karen Leinaar, Brent Bradley - absent: Mike Elwell, Bob Johnson, Tim Bannister
- II. Public Input: none
- III. Approval of Minutes from June 9, 2015 - motion by C. Bissell, second by B. Bradley, approved as submitted
- IV. Approval of Agenda - addition to VII #3 - Excused absence - motion by S. Campbell, second by C. Bissell, approved as stated
- V. Committee Reports -
 1. Development/TIF Plan - this will be action under new business, conversation about process to adjust boundaries, Josh will put together a document with process and procedures
 2. Corridor Enhancement - no report - seems that new road markings on Waterfront and each side street are assisting drivers this summer
 3. Marketing - no report - next meeting will be August 4, 3:30 pm - must work to get web site choices moving - develop RFQ, so this can move ahead - prime target in TIF Plan
 4. Asset Based Community Development Inventory - no report - will move this over to be included as part of the Marketing Committee duties
 5. Parking - no report
 6. Superintendent's Report - Skate Park at Market Square Park began construction - this project all being funded by donations, Fisherman's Landing is moving forward (water & sewer being approved), other projects with donations Bellows Park, Lighthouse and Community Center in hand, more money needed for completion of each, some movement in the Industrial Park, potential housing development near end of Main Street and possible Dollar General near Arch. Busy summer, crowds good, 4th of July huge.
- VI. Old Business -
 1. Benzie Bus Main Street Shuttle - lukewarm at first, 92 riders 4th of July, maybe it's success on special events - Renewal Election on August 4
 2. Web Design & Marketing Update - will need RFQ to move forward, invite all Board members to August 4 meeting to assist in looking at all that is needed for the web design - Economic Development, Tourism, Business & Community, what should it entail

VII. New Business -

1. Development/TIF Plan - motion by B. Bradley, second by C. Bissell to recommend to the Frankfort City Council to adopt the Development/TIF Plan with the corrected East Shore Marina property then as presented by the DDA - approved as submitted

2. Vending & Farmers' Market Regulations - currently City Council has approved Wings & Things as Food Truck with long term vendor fee and paying rent to property owner; Beachnut Surf Shoppe with Harbor Lights waived fee for this summer for rental of equipment on the beach; Crystal Lake Adventure Sports pays fee to American Legion and they donate scholarships to community. Looking for ways to create and enhance business for local storefront business. DDA should look over Farmers' Market information and provide suggestions to Superintendent - DDA will be provide consultation and input to City Council as they are reviewing Regulations for economic impact on local business.

3. Excused Absence - Mike Elwell - motion C. Bissell, second by S. Campbell - approved as stated

VIII. Public Input -

Question about Kayak dock, interest increasing with Jet Skies and Para Sailing.
No new word on the Gold Rush to the sunken ships.
Marketing Committee meeting - August 4th 3:30 pm

IX. Adjourn - 4:50 pm - motion B. Bradley, second by C. Bissell - approved

Next meeting - September 1st 1:30 pm

submitted by K. Leinaar