



d. Chamber of Commerce Report – Gillis advised that a new “Come To St. Clair” application has been approved by the finance committee. The new owner of the former IGA building has stated that he intends to develop the property, but does not have a definite plan at this time.

MISHDA has grants available through their strategic building fund to provide funding up to 75% of the appraised value of the property for building development. The local community would contribute the other 25% and be deeded the property. The city retains ownership of the property for five years, at which time the loan is forgiven and the property can be sold to the developer. A good relationship between the developer and the city is imperative for this program. Application approval could take up to six months.

### **Project Updates**

a. Captains House  
No report at this time.

b. DDA Liquor License  
No report at this time.

c. M-29 Heritage Route Designation  
The State’s review process will be completed on October 1 and communities will be advised of the results immediately after.

d. Annexation on Third Street  
Lockwood has spoken to all owners of property along Third Street not currently included in the DDA District. The response has been positive. This portion of Third Street is currently zoned commercial, making it hard for some residents to sell their homes. A rezoning to Mixed Use would be requested for development along Third Street. After discussion, motion by Gillis, supported by Kauffman, to recommend to Council that the boundaries of the DDA be amended to annex those properties currently excluded from the DDA district along Third Street. Carried.

e. Webpage Update  
A regional website is being developed through the Blue Water Area Convention and Visitors Bureau which will provide promotional web pages for area communities. The funding, provided by the Community Foundation and St. Clair County, will cover three pages for participating communities: home page, upcoming events and contacts. Addition pages are available at the community’s expense. Qualified volunteers will be sought for data collection.

f. Rowe Incorporated Project Plan  
Reviewed plans submitted by Rowe Incorporated for landscape architecture services.

### **New Business**

a. Bicycle Rack at Palmer Park  
The unveiling of the offshore boat sculpture bike rack will take place at Palmer Park before the outdoor movie on August 14.

b. Logo-Advertising Program

Reviewed the logo co-op program. Participating businesses will be given \$25.00 toward a color ad and \$15.00 toward a black and white ad where the St. Clair On The River logo appears. Businesses will be required to pay a \$1 license fee for use of the logo (a two to three year license).

c. Pine River Clean Up

Motion by Fred Moore, supported by Gillis, to approve the Proclamation of Appreciation to be presented to the Pine River Sportsman's Club for their Pine River Clean Up project. Carried.

d. "Burma Shave" Signs

Kauffman contacted a property owner on Fred Moore Highway who has agreed to placing "Burma Shave" type signs along his property. Approximately 1,800 feet is needed for six signs.

e. Banks

Discussed deposit of capital reserve funds in a CD. Schwehofer provided a comparison of Seaway Bank and Citizens First Bank interest rates:

|                | <u>\$100,000 CD</u>   | <u>Checking</u> |
|----------------|-----------------------|-----------------|
| Seaway         | 9-13 months<br>2.52%  | 2.20%           |
| Citizens First | 270-364 days<br>2.74% | 2.05%           |

Motion by Gillis, supported by Paeth, to approve the deposit at Citizens First Bank for an initial period of two months at 2.51%. Carried (Lockwood abstained). Motion by Gillis, supported by Paeth, that Member Schwehofer and City Accountant Mike Booth be authorized to make the deposit and conduct the routine management of the account. Carried.

f. Public Relations Firm

Lockwood requested consideration of hiring a public relations firm to perform marketing services targeting Southeast Michigan. The cost is anticipated to be approximately \$36,000; \$12,000 each paid by the city's general fund (for industrial park promotion), the DDA and the St. Clair Foundation. The idea was supported by all members and Lockwood will proceed with solicitation of bids.

Kauffman explained that the Community Foundation and representatives of local communities have been meeting for the purpose of creating a regional marketing resource. The state has funding available for regional cooperative programs so a "Blue Water Region" will be established (initially Lexington to New Baltimore). On October 1, 2008, in a three year pilot program, a position referred to as a "business concierge" will be filled to coordinate individual community promotion into a regional marketing effort. Regular office hours will be established in each community to connect the local merchants with regional promotion. Funding for the program will be one half by the

Community Foundation and one half by St. Clair County. At the end of three years, the communities will be asked to fund the continuation of the position.

### **Other Business**

Tim Hortons will not be applying for a Come To St. Clair loan. They have been working closely with the City on construction standards. Discussed the scope of assistance that can be offered by the DDA. Reviewed the formula for DDA funding. Based on the anticipated tax revenue for the development over the next ten years, the DDA will invest up to 50% of that amount.

Lockwood requested suggestions and ideas for lighting the M-29 bridge.

Fred Moore informed the members that the lamp poles in Sinclair Park have been painted with the proposed official downtown colors and asked that the members view the colors and advise of their preference.

Paeth gave a summary of current activities regarding the Framers Market. A second market has been started, running concurrently with the original market, in an attempt to revitalize the market with new sellers and local produce. Local farmers markets are gaining popularity and this is a good opportunity for expansion. There has been reluctance on the part of the current market sponsors to make these changes.

### **VIII. Adjourn**

Motion by Gillis, supported by Schwehofer, to adjourn the meeting, Carried, Adjourned at 6:55 pm.

**City of St. Clair**  
**Downtown Development Authority**  
**June 19, 2008**  
**City Hall**

I. **The meeting was called to order** by Chairman Lockwood at 5:00 pm.

II. **Roll Call**

Present: Coughlin, Gillis, Kauffman, Klecha, Lockwood, Fred Moore, Paeth,  
Schweihofer, Wade

Absent: Adkins, Johnson, Frank Moore, Schoeneweg, Kindsvater

III. **Approval of Minutes**

Motion by Gillis, supported by Kauffman, to approve the minutes of the May 15, 2008 meeting as submitted. Carried.

IV. **Financial Report**

After some discussion, motion by Fred Moore, supported by Schweihofer, to accept the Financial Statement as submitted. Carried.

V. **Approval of Invoices**

Rowe Incorporated

#0060695 for \$1,285.50, landscape plan for trail along south side of Pine River

#0060874 for \$765.00, initial planning on wayfinding

Motion by Gillis, supported by Kauffman, to approve payment of the invoices as submitted, but direct that future expenses be pre-approved by DDA.

Pine River Sportsman's Club

\$600.00 for equipment and supplies for the Pine River Clean Up/River Day.

Motion by Fred Moore, supported by Paeth, to approve payment of the invoice. Carried.

Young Basile

\$1300.00, St. Clair On The River trademark application. Motion by Gillis, supported by Fred Moore, to approve payment of the invoice. Carried.

The Beautification Commission has requested a contribution of \$4,652 from the DDA to expand the flower boxes along the Pine River Bridge, including flower boxes, brackets, liners and plant materials. Motion by Paeth, supported by Gillis to approve the expenditure of up to \$6,000 for additional flower boxes along the Pine River Bridge. Carried. The Beautification Commission will fund the planting of the boxes in future years.

VI. **Chamber of Commerce Report**

Gillis updated the Authority of current business activity in the downtown. Two *Come to St. Clair* loan applications are ready to be submitted for finance committee review.

## **VII. Reports**

### **a. Banks**

Schweihofer will present a report on deposit options for the DDA's cash reserve funds at the next meeting.

### **b. M-29 Corridor Analysis**

Wade reported on a meeting with MDOT for the purpose of presenting the Visioning Plan. After review of the Plan several changes to M-29 were discussed:

- Elimination of connections onto M-29 or marking them as "right-turn-only";
- A change to three lanes could be approved if other positive changes were made also
- Closing the mall driveways onto M-29 and making Jay, Vine and Third Streets the main entrances to the mall (this would support the Clinton Avenue/Downtown connection proposal);
- MDOT would not approve a median along M-29, but might approve some islands for pedestrian crossing;
- Possibility of a traffic light at Vine Street for pedestrian safety

### **c. Community Market Assessment**

Fred explained the history of a committee that was created to study marketing possibilities and introduced two of the members: Fred Rawlins and Ted Wittlesey, Strategies for "branding" the community were presented, including detailed ideas for marketing in the same sense that a product is marketed. The brand presented was "A Getaway From the Everyday". The presentation addressed: identifying the target consumer, defining our destination type, reaching the market area, seizing the opportunity to market, recognizing the economic benefits and making the changes necessary to realize the destination community potential. Currently, there is little being done in our peer area (approximately Algonac to Lexington) in community marketing and St. Clair has the opportunity to lock in a significant portion of the market if the city is willing to make the changes necessary and market aggressively. After acceptance by the DDA, the branding plan will be taken to the City Council for a vote of support. Motion by Paeth, supported by Gillis, to support the concept of the brand and vision and recommend scheduling a work session with the City Council and Chamber of Commerce. Carried.

## **VIII. Adjourn**

Motion by Gillis, supported by Fred Moore, to adjourn the meeting, Carried, Adjourned at 7:20 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
May 15, 2008  
Biewer Lumber Offices**

**I. The meeting was called to order** by Chairman Lockwood at 5:05 pm.

**II. Roll Call**

Present: Adkins, Coughlin, Gillis, Johnson, Kauffman, Lockwood, Fred Moore, Frank Moore, Paeth (5:20), Schoeneweg, Wade  
Absent: Klecha, Schwehofer

**III. Approval of Minutes**

*Motion by Frank Moore, supported by Gillis, to approve the Minutes of the March 20, 2008 and April 17, 2008 meetings. Motion carried unanimously.*

**IV. Financial Reports**

Lockwood presented financial reports. Payment of the grant funds for the Visioning Study, \$46,000, should be forthcoming. The discrepancies in the balances have been resolved. After discussion, *motion by Kauffman, supported by Frank Moore, to accept the financial reports as presented. Motion carried unanimously.*

**V. Committee Reports**

a. Beautification (Fred Moore)

An \$8,000 tree trimming contract has been executed and trees have been trimmed in Rotary Park, Library and Palmer Park. Electrical service has been installed in Rotary Park for lighting of the statues and trees, funded by foundations and the Beautification Commission. It has been suggested that the lights in Sinclair Park be painted with the official city color options to assist with visualization before making a decision. The Beautification Commission is planting beds and the flower baskets will be hung on June 17<sup>th</sup>. The "St. Clair On The River" branding will be presented is a joint meeting of the DDA, City Council, Chamber Board, and Planning Commission, no date has been selected yet.

b. Sesquicentennial (Schoeneweg)

Volunteers are needed for the Grand Reunion. The film "Were In The Movies" will be shown at Riverview East Auditorium on May 30<sup>th</sup> and 31<sup>st</sup>. There are approximately 45 units for the July 19<sup>th</sup> parade. Chairpersons are needed for fund raising for sesquicentennial events.

c. M-29/MDOT (Adkins)

The report on traffic studies submitted by Cheryl Gregory is being reviewed by the City. The report contains several options for M-29 so it needs to be reviewed comprehensively. Wade, Adkins, Paeth, Gillis, Planning Commission Chairman Terry Beier, and one City

Council Member will form a committee to complete the review and make a recommendation to the DDA. Wade will chair, Cheryl Gregory will coordinate activities.

d. Chamber of Commerce (Gillis)

“Crumbs” has been purchased, moved to a new location in the mall and will re-open within the next month. Two Come To St. Clair Program applications have been approved (Sweet PEA’s and St. Clair Ice Cream), however, no draws have been made yet. Two applications are outstanding. Achatz has applied for the Outdoor Improvement Grant, others have expressed interest. The grant period is May 1 through July 31. The Blue Water Area promotion discussed at the previous meeting will proceed. Billboards are being designed. Local marketing efforts - Flower Power Party – was completely organized by the businesses and is expected to be a success. Gillis has arranged for an eight page article/advertisements on St. Clair in the Vacationland Magazine (100,000 will be published). The cooperative marketing program between St. Clair and Marine City, funded by the Community Foundation, is still underway.

**VI. Project Updates**

a. Captain’s House (Adkins)

The City Attorney is filing for condemnation proceedings. Ownership is still uncertain.

b. Liquor License (Adkins)

The latest revised application will be sent to Sue Pierpont at the LCC. If it is not accepted, the matter will be turned over to Dykema Gossett.

c. Heritage Route (Adkins)

The Management Plan will be presented for final approval at the Heritage Route meeting on May 29<sup>th</sup> and the application can then be submitted.

d. Property Surveys (Adkins)

Field work is complete and the City is waiting for the reports. A proposed expansion to the Clinton Avenue parking project was discussed. It could result in 25-30 spaces instead of the anticipated 3 spaces. Discussed the possibility of the DDA purchasing property for creation of parking areas where needed.

e. Annexation (Lockwood)

No report at this time.

f. Web Page (Lockwood)

No report at this time.

## VII. New Business

### a. Bicycle Rack for Palmer Park (Lockwood)

No report at this time.

### b. Capital Projects Reserve Fund (Lockwood)

*Motion by Fred Moore, supported by Frank Moore, to allocate \$100,000 from the DDA fund balance to establish a capital projects reserve fund. The funds will be invested by the City and used solely for future capital projects as approved by the DDA. Motion carried unanimously.*

### c. Langell Skiff Trophy

City resident, Paul Tinsey, has created a replica of the Langell Skiff to be used as the "People's Choice" award at the antique boat show. The cost of the trophy and its base is approximately \$1,000. *Motion by Kauffman, supported by Gillis, to approve the expenditure of up to \$1,000 for costs related to the Langell Skiff Trophy. Motion carried unanimously.*

### d. Legal Fees, Trademark (Lockwood)

The trademark process will be started for the "St. Clair On The River" logo.

### e. Logo – Advertising Program

Lockwood suggested a co-op advertising program using the St. Clair On The River Logo. Businesses can qualify for reimbursement of a portion of advertising costs as long as they use the St. Clair On The River logo in their ad. *Motion by Frank Moore, supported by Fred Moore, to approve the reimbursement program in the amounts of \$15.00 for a black and white ad, \$25.00 for a color ad, with a program cap of \$5,000. Motion carried (Coughlin abstained). Recipients will register at the Chamber office and provide proof of publication.*

### f. Pine River Clean Up

The Pine River Clean Up is the first weekend of June. After discussion of activities, *motion by Kauffman, supported by Schoeneweg, to approve the expenditure of \$500 for barge costs in support of the clean up efforts in the DDA district area of the Pine River. Motion carried (Johnson abstained).*

## VIII. Non-Agenda Items

The first Business Recognition Program presentation will be made at the City Council meeting on May 19.

Lockwood proposed future creation of a primitive camping site along the Pine River that could be accessed by boat, canoe or kayak.

Lockwood explained an arrangement for the DDA to pay \$50 per month to the Mall Association to help defray the costs of maintaining the public restrooms in the mall, with the provision that they can be designated as "public restrooms" on all wayfinding signage. *Motion by Fred Moore, supported by Frank Moore to approve an agreement with the Riverview Plaza Association as requested. Motion carried unanimously.*

Lockwood suggested creating a program to reinforce the efforts of businesses that initiate marketing programs on their own. Funding would only be used for publicity and the St. Clair On The River logo must be used. Kauffman stated that it would be helpful to identify someone locally who could assist the merchants with marketing their events. Members were asked to report on their ideas at the next meeting.

Kauffman suggested creating some means of identifying and recognizing the important local industries in the city, such as Diamond/Cargill and Beiwer Lumber, and making visitors aware of their importance to the creation and growth of the community.

Pat Coughlin informed the members of the development plans for his property at the corner of Riverside and Clinton. The west portion of the property will be sold for construction of a 1,600 square foot Tim Horton's restaurant. The site plan will be presented to the Planning Commission on June 11th.

#### **VIII. Next Meeting and Adjourn**

The next meeting will be held at 5:00 pm on Thursday, June 19, 2008, members will be advised of the location.

Meeting adjourned at 6:55 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
April 17, 2008  
City Hall**

The meeting was called to order by Chairman Lockwood at 5:15 pm.

**Roll Call**

Present: Adkins, Gillis, Johnson, Kauffman, Klecha, Lockwood, Fred Moore, Wade  
Absent: Coughlin, Frank Moore, Paeth, Schwehofer, Schoeneweg

There were no Minutes or Financial Reports presented for approval.

**Committee Reports**

Beautification (Fred Moore)

The plant and tree species list is still being updated. They will be presented to the Beautification Commission for final approval at their May meeting.

Sesquicentennial (Adkins)

The Grand Reunion has been moved from Riverview Plaza to Palmer Park.

M-29/MDOT (Lockwood)

The contract with Spalding DeDecker for a traffic study has been executed and the City will receive a draft report in a day or two.

Chamber of Commerce (Gillis)

The Come To St. Clair Program has funded two more businesses in the mall - Riverside Ice Cream Parlor and Sweet Pea's. Another application has been initiated by a candy shop.

**Project Updates**

Captain's House

The Building Commission will meet to make a decision on declaring the Captain's House a dangerous structure and proceeding with the condemnation process. Adkins will report at the next meeting.

Liquor License (Adkins)

The State has once again returned the application for additional information. Lockwood suggested hiring an attorney with expertise in this field to assist in having our application reviewed and approved. After discussion on the urgency of the license submittal and the scope of services, motion by Adkins, supported by Gillis, to hire Dykema Gossett to handle the application process at a cost of up to \$3,500 total. Motion carried unanimously.

Heritage Route (Adkins)

The Management Plan has been completed and will be presented to the Heritage Route Committee for approval at their April 23, 2008 meeting.

Third Street Annexation (Lockwood)

Lockwood planning to contact each property owner before proceeding with the annexation.

Web Page (Lockwood)

Activity has been disappointing. Suggested a GoogleAd campaign. The DDA will pay only when someone clicks on the link to the DDA's site. As a part of the service, Google will report the number of hits and the geographic location of visitors. Lockwood is compiling a list of key search words.

**New Business**

Request for Funding, Beautification Commission

The Beautification Commission has requested \$1,152 for the M-29 bridge flower boxes that will match those on the bridge house. The Beautification Commissions plans to fund these boxes next year, but does not have the necessary funds left this year. Motion by Fred Moore, supported by Kauffman, to approve the expenditure of \$1,152 per the Beautification Commission's request.

Palmer Park Bike Racks (Lockwood)

It has been proposed that bike racks be installed at the north and south ends of Palmer Park, as shown in the Vision Plan. The racks would be made in a freighter design and also serve as public art. There has, however, been a negative reaction to the proposal so further action has been delayed. Also discussed were wrought iron trash containers in a boat design that would also serve as a form of public art. After discussion, motion by Klecha, supported by Adkins, to approve the expenditure of up to \$1,500 for purchase of the first trash container. Motion carried unanimously.

Sponsorship for Antique Boat Show (Lockwood)

Discussed providing some sponsorship for the Antique Boat Show located at the Boat Harbor. \$500 toward launch fees and \$2,000 toward various expenses was suggested. It is hoped that this will be an annual event, possibly as part of an annual nautical week. Motion by Kauffman, supported by Fred Moore, to approve the expenditure of \$2,500 for sponsorship of the Antique Boat Show. Motion carried unanimously.

**Other Business**

Regional Promotion (Gillis and Kauffman)

Gillis described a proposed funding program for promotion and marketing the east side of the state, which will include billboards, magazine advertising, and general promotion. The

Community Foundation of St. Clair County has offered assistance with funding on the local level. The entire program will cost \$46,000 to put in place. The Community Foundation and the Blue Water Tourism Bureau are each contributing \$10,000, leaving a \$26,000 balance. It is proposed that the balance be split between the six benefiting communities – Lexington, Port Huron, Marysville, St. Clair, Marine City and Algonac – based on population. St. Clair's portion would be \$2,800. A problem arises because there must be 100% participation among the six communities for the program to proceed, and to date Marysville has declined to be included. The Community Foundation wants to create cooperative efforts among communities and use this program as a model. They will provide a grant in support of a cooperative venture by St. Clair and Marine City to promote Canadian tourism via the ferry, arrange bus tours, etc. Our \$2,800 contribution can be part of this grant. Motion by Klecha, supported by Kauffman, to approve the expenditure of \$2,800 as the city's portion of promotional expenses as described, with the expectation of re-payment through a Community Foundation grant. Motion carried unanimously.

Discussed how the City Council is informed of DDA activities. Council is provided with the DDA Minutes, a Council member serves as a Council Liaison to the DDA and the DDA Chairman makes regular status presentations to Council. Lockwood is making such a presentation on April 21<sup>st</sup>.

Lockwood advised the Board that SEMCOG is holding their next regional meeting at the St. Clair Inn. He is scheduled to meet with a SEMCOG representative regarding assistance with implementation of the Vision Plan.

The Fire Hall/Library parking lot will have to be re-placed this year at a cost of \$150,000 to \$175,000. Adkins advised that the City Council will most likely request DDA participation in the funding of the project. Discussed the DDA obligation to pay part of the funding if the project does not contribute to economic development.

Wade spoke with Representative Pavlov and Senator Gilbert regarding the M-29 improvements, bringing them up to date and advising that the City will be seeking their support when MDOT decisions are made.

### **Next Meeting and Adjourn**

The next meeting will be at 5:00 pm on Thursday, May 15, 2008 at the Biewer Lumber Offices.

Motion by Fred Moore, supported by Kauffman, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:35 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
March 20, 2008  
City Hall**

The meeting was called to order by Chairman Lockwood at 5:05 pm.

**Roll Call**

Present: Adkins, Gillis, Johnson, Kauffman, Klecha, Lockwood, Frank Moore, Fred Moore, Paeth, Schwehofer, Schoeneweg  
Absent: Wade, Kindsvater

**Approval of Minutes**

Motion by Fred Moore, supported by Klecha, to approve the minutes of the February 28, 2008 meeting as submitted. Motion carried unanimously.

**Financial Statement**

Lockwood has been working with City Accountant Mike Booth to reconcile DDA fund balances.

**Committee Reports**

Beautification (Fred Moore)

The Tree Committee has been discussing the possibility of contracting for a tree trimming program in which all public trees will be put on a five year trimming cycle. The cost of the program is \$8,000 per year. "Forestry and Beautification" will be a new account added to the 08-09 budget.

The new brand for the city, "St. Clair On The River", was displayed. A copyright and trademark will be sought for the design at a cost of \$40 to copyright the image and \$750 to trademark "St. Clair On The River". Motion by Gillis, supported by Frank Moore, to approve the design and to approve the expenditure of funds to copyright and trademark the design. Motion carried unanimously.

Sesquicentennial (Schoeneweg)

The opening ceremony and Grand Ball went very well. The salt can has been re-installed on the roof of Cargill Salt. Sesquicentennial banners will be placed in the downtown next week.

M-29/MDOT (Adkins)

Adkins updated the Board on a meeting he, Wade and Spalding DeDecker representative Cheryl Gregory had with MDOT regarding changes to M-29. MDOT has asked for more traffic data (traffic patterns and volume) before making any decisions. Ms. Gregory explained that our current data is outdated and has presented the city with a proposal from Spaulding DeDecker to perform data collection on M-29, from Clinton to Vine, for \$4,600,

including data collection, analysis, modeling, final report and participation in MDOT meetings. The proposal will be presented to City Council and it is anticipated that they will request that the DDA cover one half the cost. Motion by Fred Moore, supported by Gillis, to approve a 50/50 funding with City Council for the Spalding DeDecker traffic study. Schwehofer inquired if this is timely because the data may be outdated by the time M-29 changes are scheduled and a new study will then have to be done. Motion carried unanimously.

#### Chamber of Commerce Report (Gillis)

There are *Come to St. Clair* program applications outstanding or pending. Because economic confidence is low, many small business owners are reluctant to invest further at this time. Two new businesses will be opening in the mall.

### **Project Updates**

#### Captains House, St. Clair Inn (Adkins)

There has been no progress on ordinance compliance. Adkins explained the ownership question and city and fire code violations.

#### DDA Liquor License (Adkins)

Finalized forms and will be submitted next week. Because of the pending legislation concerns, timing is imperative.

#### Heritage Route Designation (Adkins)

The application is scheduled to be submitted in April. All required resolutions of support have been received. Motion by Kauffman, supported by Schoeneweg, to adopt a resolution of support to be included with the Michigan Recreation Heritage Route designation application. Motion carried unanimously.

#### Surveys (Adkins)

Surveys of Clinton Avenue, Fred Moore Highway, and Pine, Juliet, Cedar and Francis Streets are underway. The information will be used for all projects in the area.

#### Annexation of Third Street (Lockwood)

Property owners along Third Street need to be contacted before any action is taken on this issue.

#### Chain Ferry (Johnson)

Johnson provided information resulting from his research. There are licensing and crew requirements and financial burdens that make such a project impractical at this time. Motion by Frank Moore, supported by Paeth, to table the issue for the time being. Motion carried unanimously.

#### Web Page Update

The Come to St. Clair webpage is launched and will be reviewed in thirty days. Google AdWords can be added for inclusion in search results.

#### Extension of Pine River Seawall

The Harbor is applying for a Department of Environmental Quality grant for the \$165,000 seawall project. The DEQ is offering a 25/75 grant, however, they want the projects to be under \$100,000 so an additional contribution by the City may be required.

### **New Business**

#### Outdoor Furniture Grant (Lockwood)

Lockwood outlined a proposal to offer grants to food and beverage businesses for outdoor improvements to their customer area (furniture, heaters, awnings, landscape barriers, etc). Grant funding would be 20/80, with a minimum reimbursement of \$100, requiring the merchant to spend \$500, and a maximum reimbursement of \$2,000 requiring the merchant to spend \$20,000. He asked that \$20,000 be designated for the program. Motion by Fred Moore, supported by Frank Moore, to approve the establishment of the outdoor improvement grant and the allocation of \$20,000 in grant funds. Motion carried unanimously.

#### Seminar Registration (Adkins)

The Michigan Festival and Events Association is holding a one-day seminar on how to run a big event. It was suggested that the DDA pay the registration for up to six people to attend at \$50 each. Motion by Frank Moore, supported by Schoeneweg, to approve the expenditure for up to \$300 for registration fees. Motion carried unanimously.

#### Rewards Program

Lockwood explained a program to offer rewards or discounts to customers who patronize businesses in the DDA District during periods of disruption such as construction, road closure, etc.

#### Restaurant Owners (Lockwood)

The recent meeting with the district restaurant owners was successful. They are excited about cooperative activities during the Antique Boat Show.

### **Next Meeting and Adjourn**

The next meeting will be April 17, 2008 at 5:00 at City Hall.

The meeting adjourned at 6:30 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
February 28, 2008  
City Hall**

The meeting was called to order by Chairman Lockwood at 5:00 pm.

**Roll Call**

Present: Gillis, Johnson, Kauffman, Klecha, Lockwood, Fred Moore, Paeth,  
Schweihofer, Schoeneweg, Wade,

Absent: Adkins, Coughlin, Frank Moore, Kindsvater

Also Present: Mayor Bill Cedar, Rowe Associates Representatives Leanne Penduren and  
Doug Schulte

**Approval of Minutes**

Motion by Fred Moore, supported by Paeth, to approve the minutes of the January 24,  
2008 meeting as submitted. Motion carried unanimously.

**Financial Statement**

The financial statement for January 2008 was presented and discussed. Apparently some  
cash received was not posted to the DDA fund. Lockwood will investigate with City  
Accountant. Motion by Gillis, supported by Klecha, to receive the financial statement.  
Motion carried unanimously.

**Amend Agenda**

Discussion of the "Come To St. Clair" web page was added to New Business.

**Rowe and Associates Presentation**

Lockwood Introduced Rowe and Associates representatives Leanne Penduren and Doug  
Schulte who gave a presentation on Clinton Avenue improvements. It is imperative to plan  
for Clinton Avenue now as development seems imminent. Plan should include design  
guidelines for landscaping and streetscaping. Cargill and MDOT have approved plans for  
improvement to the south side of Pine River. Approval has not been received from  
Biewers, who want to see the plans before giving their approval. The City's engineers will  
survey right-of-ways on Clinton and Pine River.

**Committee Reports**

Beautification (Fred Moore)

A dark blue has been chosen as the official color for the DDA district. Approval will be  
obtained from the Beautification Commission, Planning Commission and City Council. The  
Tree Committee is working with the Beautification Commission and an arborist on a  
proposal for evaluation of trees in the city which would result in a five year management  
plan and tree pruning program.

### Sesquicentennial (Schoeneweg)

An update was given on the Opening Ceremonies and Grand Ball on March 8.

### M-29/MDOT (Wade)

Met with MDOT to introduce Vision Plan for M-29. Comments from MDOT included disapproval of placement of a median which could cause a problem for emergency vehicles. If a plan is prepared to reduce M-29 from four to three lanes, and it addresses management of access along M-29, MDOT will be more likely to approve the reduction. MDOT does not encourage development that adds to traffic counts. MDOT is open to any discussion at this point. The subject must be pursued comprehensively with the Planning Commission and Zoning Board of Appeals to maintain momentum. Lockwood stated that Senator Jud Gilbert will assist in discussions with top level MDOT representatives, when ready.

### Chamber of Commerce Report

The business plan for Riverside Ice Cream Parlor has been received and will be forwarded to the DDA Finance Committee. A business plan for a hobby boutique to be located in plaza is expected next week. The first "Come To St. Clair" recipient, Crumbs, has closed at least temporarily due to medical issues of the owner. There is a potential buyer for the business. Two units in the mall are in foreclosure and lenders are active in dealing with potential buyers. Gillis introduced a proposal for "Pickin' In The Park" (an informal music event) and requested the DDA's endorsement of the program. The Chamber is authorized to fund the project and will be approaching the City for necessary approvals. "Picking In The Park" is a licensed franchise which the Chamber has purchased for the County. Motion by Klecha, supported by Fred Moore, to endorse the program. Motion carried unanimously.

### Branding

Discussed the need to clearly articulated the Vision Statement. Businesses will be asked to include promotion of "St. Clair On The River" in their advertising.

## **Project Updates**

### DDA Liquor License

The City was not approved for licenses due to the submittal of insufficient assessment information to the LCC. Lockwood will contact the businesses for additional information for the reapplication to the LCC. There is legislature pending that, if approved, would kill St. Clair's chances of obtaining licenses. It appears unlikely that the change will be approved by the House of Representatives or signed by the Governor. Achatz Restaurant and Pine Shores Golf Course have expressed interest in obtaining licenses.

### Lighting of Statues in the DDA District

The Rotary Club may provide grant funding for this program.

### Chain Ferry

Johnson submitted a report and photos. The ferry could be manually or electrically operated, but the Corps of Engineers likely will require it to be manned at all times. There are several technical issues attached to such a proposal and it may be difficult to obtain Corps of Engineers approval. Johnson will continue to research and report at the next meeting.

## **New Business**

### DDA Attorney

Gillis will chair a committee to explore the options and report back to the Board.

### Annexation of Third Street

Expansion of the DDA on Carney Drive has been tabled due to a lack of support. However, the DDA will pursue the inclusion of additional Third Street property. Lockwood would like to contact all Third Street property owners prior to taking any formal action to amend the district boundaries in their area.

### Clinton Avenue Façade Grants

Some parties on Clinton Avenue are interested in the façade grant program. There is a scheduling conflict between the Façade Grant Awards in 2008 and Clinton Avenue construction in 2009.

### Website

The Come To St. Clair web page files will be delivered for inclusion on the City's website. The consultant will develop "Ad Words" that will optimize/maximize exposure to the site and will assist the DDA in tracking the geographic location of visitors to the site. Discussed the lack of local merchants advertising on the internet and realizing the value of an internet presence.

### Antique Boat Show

The Antique Boat Association is meeting in St. Clair to discuss sponsoring an antique boat show in the City. The state requires that the boat harbor charge for slips, but the DDA could pay the dockage on condition that local restaurants provide discount vouchers to boat owners while they are in town. Talked about trophy concept and Sesquicentennial coin for registrants.

## **Next Meeting and Adjourn**

The regular meetings of the DDA will be changed to the third Thursday of the month. The next meeting will be March 20, 2008 at 5:00 at City Hall.

The meeting adjourned at 7:10 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
January 24, 2008  
City Hall**

The meeting was called to order by Vice Chairman Kauffman at 5:00 pm.

**Roll Call**

Present: Adkins, Gillis, Johnson, Kauffman, Klecha, Fred Moore, Paeth, Kindsvater  
Absent: Coughlin, Lockwood, Frank Moore, Schwehofer, Schoeneweg, Wade  
Also Present: Harbor Master Avery Armstrong

**Approval of Minutes**

Motion by Gillis, supported by Klecha, to approve the minutes of the November 29, 2007 meeting as submitted. Motion carried unanimously.

**Election of Officers**

Motion by Gillis, supported by Fred Moore, to nominate Dan Lockwood for the office of Chairman. Motion carried unanimously. Motion by Gillis, supported by Fred Moore, to elect Dan Lockwood to the office of Chairman. Motion carried unanimously.

Motion by Fred Moore, supported by Gillis, to nominate Bill Kauffman for the office of Vice-Chairman. Motion carried unanimously. Motion by Gillis, supported by Fred Moore to elect Bill Kauffman to the office of Vice-Chairman. Motion Carried unanimously.

**Financial Statement**

Adkins gave a verbal report of expected revenue for next year; approximately \$117-125,000 is anticipated, including an additional \$25-30,000 in the county tax contribution. Most significant will be Biewer Lumber's increase in taxable value/property taxes as a result of the completion of their new construction.

**Committee Reports**

Beautification (Moore)

The majority of the beautification related items in the Vision Plan's workplan are completed. Items underway include: species lists are being compiled, a public art committee has been formed, wall screening at Cargill Salt is being investigated, samples of the official downtown colors have been received. A Tree Committee has been formed to work with the Beautification Commission. Success of the committee's efforts will be dependant on enforcement of the City's Tree Ordinance. The Beautification Commission is hanging 125 flower baskets this summer, including additional baskets along the boardwalk. They are looking into some type of planters for the bridges.

### Come to St. Clair Program (Gillis)

Inquiries are increasing. There is currently one new application in the process, two additional applications are expected in 10-14 days, and three applications outstanding.

## **Project Updates**

### Pine River Boardwalk Extension

Harbormaster Armstrong explained that the DEQ, in an effort to preserve aquatic life, is not approving the installation of seawalls. The recommended alternative is placement of rip rock, which would accommodate construction of a boardwalk over the rock and floating docks/access ramps at the bottom. The engineering details are being studied. A 50/50 grant for the project will be submitted to the DNR. Local restaurants have tentatively agreed to participate financially to some degree. The approximate cost of the project is \$300-500,000.

### Quotes for Lighting

Quotes for lighting the park statues were presented: Library - \$1,200; Cartwheel Kids - \$1,800; Cyclists - \$1,800; all Rotary Park statues - \$1,800.

Discussed illuminating the trees at the same time to save on costs. Discussion included: use of LED lights versus regular lights to save on maintenance and energy costs; trenching costs for extending power will be \$2,000, with direct boring from the trench to the tree to minimize damage to the tree roots; photo cells will also be used to conserve on energy.

The cost for installation of bollards at Palmer Park is approximately \$10,000 (for bollard only, not electricity). This would eliminate the extension cords that are currently used for power, and the resulting safety hazards. Discussed placement of the bollards and concerns that they be placed in the most effectively and attractive locations.

### Chamber Funding Request (Gillis)

Gillis presented a funding request for \$5,000 to be used for event promotion. Motion by Fred Moore, supported by Paeth, to approve the expenditure of \$5,000 to the Chamber of Commerce to be used for 2008 event promotion. Motion carried unanimously.

### Vision Plan (Adkins)

The City Planning Commission adopted the Vision Plan at their January meeting and directed the planning consultant to begin the zoning ordinance amendment process for the implementation of form based zoning. The Vision Plan will be presented to City Council for acceptance on February 4.

### Recruiting Team (Gillis)

Gillis described the Chamber's new Business Recruiting Initiative, including a local visitors and conference bureau that will focus on promotion of St. Clair, as an alternative to the

Port Huron based Blue Water Area Visitors and Tourism Bureau. Gillis will keep the Board apprised of his efforts.

"Captains House" Status (Adkins)

The Dangerous Structures Committee will meet in two weeks to begin the legal process to achieve ordinance compliance at this location. The owner has been unresponsive to the City's requests, and it is hoped that a court order for demolition will prompt some action by the property owner.

Heritage Route Designation (Adkins)

An April 1 application submittal is anticipated.

Clinton Avenue Façade Grants (Kauffman)

State Façade Grant requirements will be tightened in the near future so, if a grant application is to be submitted, it should be done as soon as possible. There are some businesses in the Clinton Avenue corridor area that have expressed an interest in participating in the program.

**New Business**

Public Restrooms (Adkins)

Discussed vandalism issues at the restrooms in the Riverview Plaza. DDA members were asked to consider joint ownership by the mall and the DDA in order to make necessary changes to curb the vandalism. Discussed the police department's role in the apprehension of vandals.

Attorney (Kauffman)

Discussed the possibility of the DDA hiring an attorney, other than the City Attorney, to represent its interests, as is the practice in most other communities. Members were asked to contact Chairman Lockwood if they are interested in serving on a study committee.

**Next Meeting and Adjourn**

The next meeting will be held at 5:00 pm on Thursday, February 28, 2008 at Sine Reality.

The meeting adjourned at 6:55 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
November 29, 2007  
City Hall**

The meeting was called to order by Chairman Lockwood at 5:00 pm.

**Roll Call**

Present: Gillis, Kauffman, Lockwood, Frank Moore, Fred Moore, Paeth,  
Schweihofer, Schoeneweg, Wade  
Absent: Adkins, Coughlin, Klecha, Kindsvater

**Approval of Minutes**

One correction was made under Financial Statement, paragraph one: strike the sentence, "Based on the tax capture only, it should be \$82,000". Motion by Gillis, supported by Paeth, to approve the minutes of the October 25, 2007 meeting as corrected. Motion carried unanimously.

**Financial Statement**

Lockwood made a correction: the \$200 expenditure for Michigan Downtown Association dues is not reflected in the fund balance. The corrected fund balance is \$8,619. The committed revenue, 2007 tax revenue and interest income, will be revised after the audit. Motion by Fred Moore, supported by Frank Moore, to accept the Financial Statement as corrected. Motion carried unanimously.

**Committee Reports and Project Updates**

Beautification

Fred Moore will meet with Bill Moran, Mark Palermino and George Paeth of the Beautification Commission to discuss the City's tree program.

Ron and Roman are sending color samples and their recommendations for the City's color. The colors will be presented to the Beautification Commission, Planning Commission and City Council.

Report on Various Items from Scott Adkins

A written report from Adkins was presented providing an update on several items:

There is no change in status on the Brown Street path; the Middle School path project continues to move forward.

Clinton Avenue parking is being re-evaluated following completion of the Vision Plan and alternative options are being studied.

The Second Street parking project is complete. Future connections to M-29 and Cargill Point are being investigated.

A January application for M-29 Heritage Route designation is anticipated.

The City continues to work with the LCC to complete the DDA's liquor licenses application.

The City is working on code compliance at the St. Clair Inn's Captain's House. The compliance process may take several months.

An engineering study will be conducted to determine the feasibility of extending the Pine River boardwalk to Pine Street with a path to Fred Moore Highway.

### Sesquicentennial

Schoeneweg advised that the Historical Commission's *History of St. Clair* books and wrapping paper can be purchased at several locations. The Grand Ball is scheduled for March 8, 2008. The Sesquicentennial Committee has chosen a logo for the celebration.

### Chamber Report

Gillis gave a verbal report on his activities. The Come to St. Clair program continues with several inquiries from out of town businesses. Invoices will be sent to the funding partners before the end of the year.

## **New Business**

### Outline of DDA Boundary Extension

Lockwood is making a presentation on the proposed DDA district boundary extension to City Council on December 17<sup>th</sup>. A copy of his presentation will be provided to DDA members for review prior to the 17<sup>th</sup>.

### Nominations Committee

The terms of three DDA Board members will expire on December 31<sup>st</sup>: Gillis, Paeth and Lockwood. All have expressed an interest in being appointed for another term. Motion by Fred Moore, supported by Schoeneweg, to appoint Frank Moore and Kauffman to a nominating committee for the appointment of officers - Chairperson, Vice-Chairperson and Treasurer – in January. Motion carried unanimously.

### Chamber Goals

Lockwood distributed his report on the 2008 Goals for the Chamber of Commerce including:

- Expanded welcome center hours;
- Continuation of the Come to St. Clair program;
- Updating the Chamber's website to include investment opportunities;
- Regular meetings with business groups;
- Creation of two additional events targeted to increase sales for businesses;

One Chamber board member must sit on the DDA's recruitment committee.

Kauffman asked if the Chamber has the ability to collect information from the businesses on number of customers and sales that can be used to demonstrate to the City Council and the Mall Association that the DDA/Chamber/Mall Association collaborative activities are resulting in success. In order to create measures, such as how many people come into a business, a baseline needs to be established.

Motion by Wade, supported by Frank Moore, to accept the Chamber Goals for 2008.  
Motion carried unanimously.

### Vision Plan

In order for the Vision Plan to be a success, the DDA must have the involvement of the City Council and the businesses. Funding for the Vision projects can be obtained from a number of sources, however, some contribution from the City and the business community will be needed. One of the primary goals of the DDA is to teach local businesses how to market themselves and the community. This is reflected in the Chamber Goals.

The Vision Plan will be presented to the City Council for approval in January. It was agreed that the DDA members should have conversations with individual Council Members to discuss, answer questions and ensure their understanding of the Vision Plan and the DDA's efforts, with emphasis placed on the importance of implementing zoning changes. Each DDA member will contact at least one Council Member:

Mitchell – Lockwood, Fred Moore  
Foley - Wade  
LaPorte – Kauffman, Gillis  
Smith – Kauffman, Fred Moore  
Kindsvater - Schwehofer  
Krebs - Schoeneweg  
Cedar – Fred Moore, Frank Moore

A training session on form based zoning is scheduled for December 12, 2008.

### Chamber of Commerce Funding Request

Gillis submitted a funding request for \$5,000 for event promotion. After discussion, it was agreed to hold the funding request until the next meeting, and requested Gillis submit a request for \$5,000 for event promotion that does not indicate individual allocations.

### Boundaries

The DDA is requesting that a public hearing be scheduled for discussion on the DDA boundary extension proposal. The DDA discussed the reasons for a boundary extension and the importance of obtaining community input. Inclusion of Third Street in the DDA District is necessary for the Gaslight District and the connection of Clinton Avenue (entertainment area) and the downtown (retail area). Discussed the use of public art. Wade stressed the importance of form based zoning to the success of the plan, particularly in the Gaslight District. A parking authority could be created to assist business with parking requirements.

Branding Committee

The Branding Committee proposes “St. Clair *On The River*” because the St. Clair River and Palmer Park are the city’s biggest assets and attraction. Details on what the “brand” stands for, what the community wants St. Clair to be and how it will be promoted will be subjects for ongoing discussions.

Next Meeting

The next meeting is scheduled for 5:00 pm on December 20, 2007 at City Hall.

The meeting adjourned at 7:00 pm

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
October 25, 2007  
Bill MacDonald Ford**

The meeting was called to order by Chairman Lockwood at 5:00 pm

**Roll Call**

Present: Adkins, Gillis, Klecha, Lockwood, Frank Moore, Fred Moore, Paeth,  
Schoeneweg, Wade  
Absent: Acton, Coughlin, Kauffman, Schwehofer, Kindsvater

**Approval of Minutes**

Motion by Fred Moore, supported by Wade, to approve the minutes of the September 27, 2007 meeting. Motion carried unanimously.

**Financial Statement**

The Board reviewed the financial reports and discussed the shortfall in revenues shown. Adkins explained that there was no documentation to support the \$117,000 figure shown in the budget. It is possible that there was some revenue source anticipated that was not identified when the budget was prepared. Anticipated revenue for the fiscal year October 2007 through September 2008 is \$87,000. These inconsistencies will be corrected with this year's audit.

Discussed grant funding received and expenditures for visioning study. Even though the State has cut spending, it is expected that these grant funds will be forthcoming. Motion by Frank Moore, supported by Klecha, to accept the financial report as submitted. Motion carried unanimously.

**City's Sesquicentennial**

Schoeneweg summarized discussions and actions by the Sesquicentennial Committee, for the opening ceremonies and gala ball on March 8, various activities throughout the year, with closing ceremonies in October.

**Beautification**

Discussed several projects included in the implementation schedule of the Visioning Plan. Beautification is a major part of the overall vision.

The Fred Moore Highway/Carney Drive intersection could be landscaped similar to Seaway Bank. Proposals are higher than originally expected, however, the city engineer feels the majority of the project can be done by the Department of Public Works. The project would be started in the spring of 2008, and may be eligible for enhancement grant funding.

Discussed the cooperative roles of the DDA and the City Beautification Commission in implementing the Vision Plan.

### **Bike Paths**

Progress continues on the Brown Street path project. Adkins and the city engineer are studying the possibilities for the path on Fred Moore from Clinton to Carney (easements, right of way, layout, etc). Grant funding, either enhancement or non-motorized, may be available.

### **Clinton Avenue Parking**

The project is currently delayed until at least Spring of 2009. Details of the Vision Plan need to be studied and revised to avoid any encroachment into Rotary Park.

### **Chamber of Commerce Report**

Gillis submitted a written report on his activities for the month of October, with updates on the "Come to St. Clair" program, the Economic Enhancement Project, and the Business and Entrepreneurial Support Team.

There has been a lot of interest shown by developers in St. Clair, including some large chain corporations. Stressed the importance of adopting zoning ordinance amendments as soon as possible so they will be in place prior to any site plans being submitted.

Discussed status of the Industrial Park. The City is in the process of changing the use of the property to allow for office use in the front and small industrial in the rear. The City has an obligation to re-pay the loan from the State if the property remains vacant and no jobs are created.

### **Heritage Route**

The project is approximately one month behind the original schedule. Documents are being compiled in preparation for a spring application submittal.

### **Clinton Avenue Façade Grant**

The grant application was not submitted. Although three of the businesses were interested in participating, some problems existed causing doubt that the commitments attached to receiving the grant could be met. The State is revising their schedule to allow grant application on a more predictable basis, so the DDA will continue to work with Clinton Avenue businesses to pursue application in the next round.

### **Liquor Licenses**

All the necessary application documents have been submitted. Due to the ambiguity of the State's guidelines, Adkins is working with the State to amend and re-submit the application to meet their requirements

### **Second Street Parking**

The Second Street paving is currently under construction. The total cost is \$56,000 (under the original estimate). This cost will be divided equally by the DDA, Harbor and Local

Streets Fund. Motion by Gillis, supported by Frank Moore, to approve the expenditure of up to \$19,000 for the DDA's share of the Second Street Paving Project. Motion carried unanimously.

### **Joint Meeting**

All members reported positive feedback as a result of the joint workshop of the DDA, City Council, Planning Commission and Zoning Board of Appeals. Discussed the importance of implementing the plan while St. Clair's activities are raising the interest of planners and developers.

### **Reorganization of DDA**

Because it was necessary for many of the members to leave the meeting, further discussion was held for a special meeting that was scheduled for 4:30 pm on Tuesday, October 30<sup>th</sup> at City Hall.

### **Adjourn**

Meeting adjourned at 6:45

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
September 27, 2007  
Seaway Community Bank**

The meeting was called to order by Chairman Lockwood at 5:00 pm

**Roll Call**

Present: Acton, Coughlin (5:35), Gillis (excused at 5:35), Kauffman, Klecha, Lockwood, Fred Moore, Schwehofer, Wade  
Absent: Adkins, Frank Moore, Paeth, Schoeneweg, Kindsvater

**Approval of Minutes**

Motion by Gillis, supported by Klecha, to approve the minutes of the August 23, 2007 meeting. Motion carried unanimously.

**Financial Statement**

Lockwood presented financial reports. With the end of the fiscal year on September 30, DDA tax revenues are at \$63,000 of the \$117,000 budgeted. The City Accountant could not explain the shortfall, but stated it could be due to auditing procedures. He will discuss the matter with the auditors when they meet later this month and report to the DDA. Motion by Gillis, supported by Moore, to receive and file the financial report as presented. Motion carried unanimously.

On a request from Lockwood, motion by Moore, supported by Wade, to approve payment of \$833.21 for a portion of the invoice from Ron and Roman for the Clinton Avenue façade study. The balance of \$15,000 has been contributed by the St. Clair Foundation. Motion carried unanimously.

**Chamber Report**

Gillis presented a written report on activities for the month of August, including the Come To St. Clair Program, the Chamber's Entrepreneurial Enhancement Project Development, and the Business and Entrepreneurial Support Team of St. Clair County. The Entrepreneurial Support Team's next meeting will be held at Sue's Coffee House. The DDA will pay a portion of the costs of the meeting.

**Draft Economic Report and Vision Plan**

The Board reviewed the Economic Report submitted by McKenna Associates. After lengthy discussion, it was agreed that the DDA will appoint a recruitment committee to identify businesses that meet the markets shown in the economic report and perform recruitment activities. The committee members (made up of DDA members and local business people) will be expected to meet with potential new businesses with a recruitment strategy to encourage them to locate in St. Clair.

The Vision Plan recommended a restructuring of the DDA. After members have had the opportunity to study the executive report, ideas for restructuring will be discussed at the next meeting.

Discussed the work program contained in the Vision Plan. Changes can be made to it, but once it is accepted, it will be the directive for the DDA.

It was agreed that the McKenna Plan contains a basic vision, but does not clearly articulate the vision. It may be necessary to hire another consultant to create a "brand" or slogan that defines the vision and differentiates St. Clair from other communities.

### **Beautification**

Discussed the placement of directional signs on Fred Moore Highway at I-94. The townships' ordinances will need to be reviewed to see what type of signs are permitted. MDOT may provide support and funding.

### **Bike Trails**

Progress on the bikepath from Brown and Ninth to the Middle School continues.

The city has a right-of-way on Fred Moore Highway that will allow for a bikepath along Fifth, Pine and Cedar Streets, and along Fred Moore Highway. If the boardwalk is extended further along the Pine River, possibly to Cedar Street, there are businesses that are willing to contribute to construction of a seawall provided it would be used for diners at no charge.

### **Clinton Avenue Parking**

The parking project has been rescheduled for the spring of 2008. Adkins is looking into MDOT funding (a 75% match) for streetscaping and lighting. Discussed the Ron and Roman proposal for Clinton Avenue, that includes medians with parking that will slow traffic. The proposal will be referred to the city engineers for review.

### **Façade Grant**

The Board looked at individual drawings presented by Ron and Roman. Clinton Avenue business owners have received proposals and details for their property. They are asked to respond with their intent to participate and an estimate of costs and added jobs on architect's letterhead (need one new job for every \$20,000 of grant money). The grant requires a minimum of two participants and a \$25,000 request. If the grant is going to be pursued, the participating owners will be required to deposit their share of the costs into an escrow account by December 21<sup>st</sup>.

### **Liquor Licenses**

An amended application has been submitted. Lockwood discussed the issue with State Senator Jud Gilbert. The legislature is looking at changes requested by restaurant and tourism organizations. He suggested the DDA submit all required documents as soon as possible.

## **Adjourn**

Motion by Acton, supported by Schwehofer, to adjourn the meeting. Motion carried unanimously. Adjourned at 6:55 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
August 23, 2007  
Pine Shores Golf Course**

The meeting was called to order by Chairman Lockwood at 5:00 pm

**Roll Call**

Present: Gillis, Lockwood, Kauffman, Klecha, Paeth, Schoeneweg, Schwehofer, Wade  
Absent: Acton, Adkins, Coughlin, Frank Moore, Fred Moore, Kindsvater

**Approval of Minutes**

Motion by Gillis, supported by Klecha, to approve the minutes of the July 26, 2007 meeting.  
Motion carried unanimously.

**Financial Statement**

Lockwood presented financial statement ending July 31, 2007. Included in the report was an invoice for engineering services that was not approved and will be removed from the account. The statement shows a balance of \$80,000, which can be carried over at the end of the fiscal year, September 30. Motion by Schwehofer, supported by Paeth, to accept the financial statement dated July 31, 2007. Motion carried unanimously.

**Committee Reports**

Beautification

Lockwood and Fred Moore met with Cargill representatives regarding aesthetic improvements to the south entranceway. Cargill is willing to pursue the matter and is interested in the façade grant program.

Bike Path Brown Street to Middle School

The project is on schedule for fall construction.

City's 150<sup>th</sup> Anniversary (Schoeneweg)

Information has been sent to school personnel to encourage incorporation of sesquicentennial activities into the school curriculum. Discussed some of the activities that are planned for the celebration.

Parking

Clinton Avenue parking has been delayed until spring.

### Come to St. Clair Program (Gillis)

The first Come to St. Clair loan has been completed for Crumbs Pastry Pantry. Three new applications have been submitted: one being reviewed, one preparing a business plan, and one is being reviewed by the Finance Committee. There are also three applications expected to be submitted soon.

## **Project Updates**

### Chamber of Commerce Update (Gillis)

Gillis presented a written report on his most recent activities, including:

- developing and implementing a survey to assist potential business owners to measure the public interest in their business - one survey has been completed and a second has been initiated;
- assisting two Riverview Plaza owners to reach agreements with their potential buyer and tenant;
- the near completion of the Chamber's Entrepreneurial Enhancement Project, an education resource for small business operations and management;
- on-going discussions with the Plaza Owners Board of Directors regarding cooperative efforts with the DDA on a renovation plan for the plaza.

### Visioning Plan (Lockwood)

The (electronic) draft visioning plan should be delivered by September 8th. Information on the plan needs to be provided to City Council members as soon as possible so they can respond to inquiries from their constituents. Feedback has been positive to date.

### Façade Grant (Lockwood)

Ron and Roman have presented Clinton Avenue property owners with their report and design drawings for possible façade grant improvements to their businesses. There has been a lot of enthusiasm for the project by the owners. The St. Clair Foundation has agreed to contribute \$15,000 to the project. Motion by Paeth, supported by Gillies, to accept the \$15,000 commitment from the St. Clair Foundation for the façade grant project. Motion carried unanimously.

Grant recipients will be announced before the end of the year.

### Community Promotion

Discussed advertising possibilities along I-94 and Fred Moore Highway, such as billboards, barn painting and tank painting. McKenna will provide design ideas.

## **Old Business**

### DDA Liquor License

The City Council Resolution designating the DDA as a Redevelopment Project Area, the initial step in the process, has been sent to LCC. A delay is expected at the State level because the Restaurant and Bar Association has asked for an amendment to the bill stipulating that there must be no licenses available in the county before a DDA license can be issued.

## **New Business**

### Joint Workshop (Lockwood)

A joint meeting of the DDA, City Council, Planning Commission and Zoning Board of Appeals is scheduled for Saturday, September 29, 2007 from 8:00–11:00 am. Implementation of the Visioning Plan will be discussed, and the role each group will play in its success.

## **Adjourn**

Motion by Gillies, supported by Schoeneweg, to adjourn the meeting. Motion carried unanimously. Adjourned at 6:10 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
May 24, 2007  
City Hall**

The meeting was called to order by Vice-Chairman Kauffman at 5:00 pm

**Roll Call**

Present: Acton, Adkins, Gillis, Kauffman, Klecha, Frank Moore, Fred Moore,  
Peath (5:15), Wade, Kindsvater  
Absent: Coughlin, Lockwood, Schweihofner, Schoeneweg

**Approval of Minutes**

Motion by, Gillis, supported by Wade, to approve the minutes of the March 22, 2007 and April 26, 2007 meetings. Motion carried unanimously.

**Committee Reports**

Beautification (Fred Moore)

Moore meeting next week with Scott and Mary Jane Hay and will come up with some projects that they would like to tackle, such as Fred Moore and Carney clean up and brick work at Sinclair Park. Art Assoc announced the mural winner local person – Eva Hermesmeier.

Bike Paths (Adkins)

On Brown from 29 to Carney – still no word from the state. On bridge to bay connector from Range/Carney through to Yankee at the Middle School – notification from county that the transportation approved our letter of intent and have been given the nod for \$235,000 grant, covering 79% of the cost, the remaining \$59,000 will be match between city and township. In the process of acquiring final easement.

Canoe/Kayak Trail

Cleaning up Pine River is on schedule for River Day – June 9

City's 150<sup>th</sup> Anniversary (Schoeneweg)

Holding first committee meeting in June, at which time a chairperson will be appointed.

Parking

Adkins circulated a map diagram of the project for review. It is scheduled to be a fall project in September – sidewalk will be relocated to accommodate Pepper Joe's parking expansion.

### Come to St. Clair Program and Chamber of Commerce Update

Gillis presented a written report covering media relations (need to develop story on Come to St. Clair), business solicitation (Come to St. Clair applications, need to timely action by DDA finance committee). Gillis has reserved space at the Blue water Business Conference and Expo in June where he will market St. Clair as a business location), and a business property database (acquisition of information continues, should be substantially complete in June).

Kauffman updated the DDA on the question regarding confidentiality of business plan portion of Come to St. Clair applications. According to the City Attorney, because the plans are being submitted to the Chamber of Commerce, they are not subject to the FOIA. The DDA will only keep a score sheet of the applications and the plans will be returned to the applicant. Gillis will provide Klecha with a copy of the application for development of a score sheet for the committee's use.

Motion by Frank Moore, supported by Klecha, to approve the \$2,000 monthly payment to the Chamber of Commerce for the duration of the agreement. Motion carried unanimously.

### **Project Updates**

#### Boat Harbor (Acton)

Action reported on the result of the harbor project. Some aesthetic improvement will be made to the front entrance – decorative lighting, landscaping, signage and the Hermesmyer mural.

Concern has been expressed about the parking area at the harbor ramp area – spaces too short for boat trailers. Adkins explained that the striping was configured according to the required federal specifications because of the grant funding. The striping can be changed when the grant is closed out the lot is resealed in approximately five years.

#### M-29 Heritage Route (Adkins)

Resolutions are being approved by communities and resolution of support will be brought to DDA for approval in the near future. The application is on schedule for a fall submittal.

#### Visioning Plan Update (Kauffman)

Distributed list of individuals and organizations who need to be contacted about attending meetings. Each members chose two people to contact regarding serving on the citizens advisory committee. Reminded the members to keep track of individuals contacted and time spent for future reporting purposes.

The demographic not becoming involved in the process are kids and young adults. In an effort to get them involved, a photo and film contest has been suggested, where they can show their desires for the future of downtown St. Clair. Consultants will provide information on how this effort has been done in other communities.

### **New Business**

The DDA received a thank you note from Biewer Lumber for the plant presented for the opening of their new building.

Adkins showed the new City logo.

### **Adjourn**

Motion by Gillis, supported by Frank Moore, to adjourn the meeting. Motion carried unanimously. Adjourned at 6:00 pm

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
April 26, 2007  
City Hall**

The meeting was called to order by Chairman Lockwood at 5:00 pm

**Roll Call**

Present: Adkins, Coughlin, Gillis, Kauffman, Lockwood, Peath, Schwehofer,  
Schoeneweg (5:05), Kindsvater  
Absent: Acton, Frank Moore, Fred Moore, Wade, Kindsvater

**Committee Reports**

Bike Path (Adkins)

The St. Clair County Recreation Department has requested a letter of intent for the Brown Street to Middle School path. They have a total of \$394,000 in grant funding, and the fact that the engineering and cost estimates for this project have been completed puts it in a favorable position for approval. The letter of intent will be sent. The project will then be submitted for Safe Routes to Schools funding.

Canoe Trail (Coughlin)

The Pine River Sportsman's Club is conducting a river clean up event on River Day, June 9. They are currently mapping the areas that need clearing. With 100-150 volunteers their goal is to reach Fred Moore Highway. St. Clair County will remove the debris from the clean-up sites at no cost. The PRSC has requested a contribution of \$1,000 from the DDA to help offset costs (i.e. baseball hats, food and gas for equipment).

City's 150<sup>th</sup> Anniversary (Schoeneweg)

Anyone interested in volunteering for the Sesquecentennial Committee should contact Kathy Schoeneweg.

Parking

The Clinton Avenue construction will be completed this fall and will provide 13 parking spaces along Rotary Park. Pepper Joe's may change the configuration of their parking lot, so parking changes along Clinton Avenue will need to be coordinated with them.

The City is currently working with AT&T on relocating the utilities on Second Street. The inability to move the utility poles will result in 17 spaces rather than the proposed 19 spaces.

There is no change in status on the Fourth Street parking and one-way proposal. It would be desirable to do it with the Clinton Avenue project, if possible. The DDA will provide support for the proposal when it is presented to Council.

#### Come to St. Clair Program (Lockwood/Gillis)

The Board was provided with a sample letter and *Come to St. Clair* brochure that will be sent to all the property owners and businesses in the DDA district. Gillis reported that media coverage has been good and much positive feedback and inquiries have been received.

In an effort to improve communications with legislators Gillis has arranged for Jud Gilbert to visit St. Clair on May 14<sup>th</sup> to meet with business people and discuss St. Clair's economic and commercial development.

Gillis presented an application for and a sample business plan to assist *Come to St. Clair* program applicants, either of which can be revised as needed. Applicants must be made aware that this is an incentive program and an existing commitment to relocate/expand in the district will make them ineligible for a loan.

Coughlin stated his concerns that all business plans submitted as part of the application process must be kept confidential and not be subject to Freedom of Information Act (FOIA) regulations. Because applications and business plans are submitted to the Chamber of Commerce rather than the DDA, they are not subject to FOIA requirements. Adkins will have the city attorney verify this.

Lockwood presented final drafts of the loan program Promissory Note and Commitment Letter drafted by City Attorney.

Gillis indicated the importance of the DDA Finance Committee granting approval of the applications in a timely manner so applicants will not lose lease or purchase options.

### **Project Updates**

#### Boat Harbor and Second Street Parking

Harbor construction is close to schedule and on-time completion is expected.

#### Visioning Plan Update

The first public meeting will be held at the St. Clair Inn on May 19<sup>th</sup>. Lockwood presented a draft letter that will be sent to all local organizations. Board members were asked to contact all the organizations they are affiliated with to encourage participation. Members were asked to keep a record of the number of participants of any visioning activities they are involved with for reporting purposes.

## **New Business**

### Approval of Expenditures

Motion by Kauffman, supported by Gillis, to approve expenditures as submitted:

City of St. Clair - \$566.66 for winter banners

Pine River Sportsman's Club - \$1,000 for Pine River clean-up event

St. Clair Packaging or competitive firm – up to \$2,700 for tent chairs, etc. for visioning charettes.

Motion carried unanimously.

## **Adjourn**

Motion by Gillis, supported by Schwehofer, to adjourn the meeting. Motion carried unanimously. Adjourned at 5:55 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
March 22, 2007  
City Hall**

The meeting was called to order by Chairman Lockwood at 5:00 pm

**Roll Call**

Present: Coughlin, Gillis (5.25), Kauffman, Klecha, Lockwood, Frank Moore, Paeth, Schwehofer, Schoeneweg, Wade, Kindsvater  
Absent: Acton, Adkins, Fred Moore

**Approval of Minutes**

Motion by Paeth, supported by Wade, to approve the January 25, 2007 meeting minutes as submitted. Motion carried unanimously.

**Committee Reports**

A written report from Adkins was distributed covering various ongoing projects.

Bicycle/Canoe Trails (Adkins report)

Discussions continue between the City and St. Clair Township regarding the installation of a path from Brown Street to the Middle School.

Canoe/Kayak Trail

River Day is Saturday, June 2. Events will be hosted by the Recreation Department and Boat Harbor.

The City of St. Clair's 150<sup>th</sup> Anniversary

Kathy Schoeneweg has been appointed by the Mayor to the Sesquicentennial Committee.

Clinton Avenue Parking (Adkins report)

The engineer's project rendering should be available for discussion at the April meeting. It is anticipated that the design will result in 13 spaces along Clinton.

**Project Updates**

Boat Harbor and Second Street Parking

The Harbor has received official notification of funding approval for the Second Street parking project. Cargill has indicated they will give river front access for a walking path along their property from the flag plaza, under the M-29 bridge, to the Biewer property.

M-29 Heritage Route

The Committee's meetings continue with positive results. Resolutions of support will be presented for adoption by all participating communities.

## **New Business**

(Adkins report) An Economic Development and Entrepreneurial Task Force was appointed by the City Council at their March 19<sup>th</sup> meeting. The group will address local economic issues as well as assist small businesses and entrepreneurs. Anyone interested in working with the group is asked to contact Adkins.

### DDA Agreement with Chamber of Commerce

The Board discussed the agreement drafted by Attorney Joachim for services performed by the Chamber of Commerce on behalf of the DDA. The agreement includes a detailed work program and payment to the Chamber of \$2,000 per month for duties performed. Motion by Frank Moore, supported by Paeth, to approve the contract as presented. Motion carried unanimously. The St. Clair Foundation has committed \$10,000 to offset the costs for the first year of the agreement.

### Financial Statements

Reviewed statements of revenues, expenditures, grants, and commitments.

### Come to St. Clair Program

The Program will be officially announced after the Community Foundation Board meets and the funding is officially approved. This is expected to take place on April 27<sup>th</sup>. The Community Foundation has required quarterly financial reports on the project. The Foundation has also agreed that the DDA will have the ability to make changes to the program as it progresses and improvements become beneficial. The Chamber of Commerce will receive the applications and forward them to the DDA Finance Committee (Lockwood, Klecha, Frank Moore). If the application is rejected by the Finance Committee, the only appeal is to the DDA Board as a whole. A draft Promissory Note and Commitment Letter were presented. Motion by Wade, supported by Schoeneweg, to approve the Commitment Letter and Promissory Note provided by Attorney Joachim and authorize Lockwood to work with him to finalize the documents. Motion carried unanimously.

### Agreement with McKenna Associates for Downtown Visioning Study

The DDA received formal approval of the grant as of March 8<sup>th</sup>. Discussed the commitment needed from all Board members to make the project successful. Lockwood asked the members to complete and submit a Statement of Affiliations so contact assignments can be made when promoting the project. Lockwood explained the McKenna Associates will be paid according to "billed hours" which should be less than the \$95,000 total cost. The balance could be used as a bonus for involving 1,000 people in the project. One important feature of the Visioning Study will be changes to the zoning ordinance. This could become an election issue. It is imperative to get the community involved in all phases of the project: surveys, public opinion sessions, charettes. Discussed venues for public meetings. Motion by Gillis, supported by Coughlin, to approve the agreement with McKenna Associates as presented. Motion carried unanimously.

## **Other Business**

### DDA Logo

A logo and letterhead created for the DDA by Muse Creative Design were presented. Motion by Schoeneweg, supported by Frank Moore, to approve the design as presented. Motion carried unanimously.

Property Purchase Proposal

The DDA was contacted by a broker inquiring about their interest in purchasing property at the south-east corner of Fourth and Witherell Streets, which could be used as parking. The asking price is approximately \$100,000. It was agreed to reject the offer as the DDA is already in the process of providing nearly 100 parking spaces in the area.

Clinton Avenue Historical District

Lockwood described the Historical District designation and a list of property owners on Clinton Avenue that could benefit from the program. Eligible property owners can apply to the State for a façade grant providing up to a 50% match for façade improvements to the structure. With other incentives, it is possible that a property owner would pay only 25% of the cost of improvements (i.e. a \$100,000 project would be eligible for \$50,000 in façade grant funds from the State, and if the building is at least 50 years old, a \$25,000 tax credit could be applied to the property). Several conditions would be attached to the funding (historical district designation obtained, contractor requirements, restrictions on future building changes). The program should not be introduced until after the visioning study is completed and it is determined if the residents support a historical district.

DDA District Liquor License

Discussed the latest FCC report on DDA liquor license requirements.

**Adjourn**

Motion by Schoeneweg, supported by Frank Moore, to adjourn the meeting. Motion carried unanimously. Adjourned at 6:00 pm.

**City of St. Clair  
Downtown Development Authority  
Board of Directors  
January 25, 2007  
City Hall**

The meeting was called to order by Chairman Lockwood at 5:00 pm

**Roll Call**

Present: Adkins (5:05), Coughlin (6:05), Gillis, Kauffman, Klecha, Lockwood, Paeth,  
Schweihofer, Schoeneweg, Wade, Kindsvater  
Absent: Acton, Frank Moore, Fred Moore

**Approval of Minutes**

Motion by Gillis, supported by Klecha, to approve the November 30, 2006 meeting minutes as submitted. Motion carried unanimously.

**Committee Reports**

Bicycle/Canoe Trails (Lockwood)

The Pine River Conservancy has not decided on a date for River Day. Plans are progressing on the cooperative efforts with St. Clair Township to construct a path to the Middle School. Various agencies – County Recreation Department, DNR and MODT – will be asked to assist in funding a path adjacent to the Jordan Creek connecting the Middle School to the Brown Street path. Either the City or the County Road Commission will be the lead agency on the project (townships are not eligible). It is anticipated that the application can be submitted in February. Future plans will include extending the path down Yankee Road and Range Road.

The City of St. Clair's 150<sup>th</sup> Anniversary (Schoeneweg)

Letters and donation forms for the Palmer Park Archway Project have been sent to St. Clair High School alumni.

Clinton Avenue Parking (Adkins)

It is expected that, due to a surplus of State road funding, Clinton Avenue and Fred Moore Highway construction may be moved ahead one year to 2007 and 2008 respectively. However, there may be some delays in construction in order to accommodate traffic needs and minimize road closures.

Harbor and Second Street (Lockwood)

The harbor renovation project is currently ahead of schedule. The Second Street parking project has received verbal approval for funding.

Publicity (Gillis)

DDA members will be kept advised of activities by email notifications.

## **Project Updates**

### Visioning Study (Lockwood)

The DDA Visioning Grant has been approved. Lockwood is meeting with McKenna staff to discuss inconsistencies in their agreement and their original proposal. Draft should be available for the February meeting.

### Heritage Route (Adkins)

The kick-off meeting of the M-29 Heritage Route Designation Committee was successful. The next meeting is scheduled for 4:00 pm on January 30, 2007 at the Clay Township Hall. Representatives of each community are encouraged to participate.

## **New Business**

### Chamber of Commerce / DDA Agreement (Kauffman)

The Committee has finalized the draft agreement and now asks that the Chamber and City Attorney review it and provide a final document. Gillis stated that timely action on this item is needed due to other Chamber of Commerce commitments. It was agreed there would be no conflict with the DDA using the city attorney on this matter. Lockwood advised that the DDA has received a \$10,000 grant from the St. Clair Foundation to fund the first year of the agreement. Motion by Klecha, supported to Paeth, to direct the City Superintendent to forward the draft agreement to the City Attorney for review and action. MCU

### Come to St. Clair Program (Lockwood)

The Board discussed the Come To St. Clair incentive guidelines presented by Lockwood. Funding commitments have been made by local foundations, the St. Clair County Community Foundation, Citizens First, and the DDA, providing a total of \$100,000 for the loan program. Individual requirements discussed include:

- The loan amount being based on the size of retail space involved - \$3-5 per square foot was suggested;
- The funding will be available as a five year forgivable loan rather than a grant. This will ensure the commitment of the business owner;
- Loan approval will be at the sole discretion of the DDA;
- No draws will be made on the loan until the business is open to the public;
- The business will be required to maintain membership in the Chamber of Commerce. Dues will be eligible for reimbursement.

There was lengthy discussion regarding the requirement that business receiving loans maintain minimum operating hours, particularly whether or not to impose minimum hours on Sunday. Placing this requirement on the businesses receiving loans could result in them being the only ones open on Sunday, thereby creating a hardship for them. It was agreed that the Sunday hours requirement would apply only during the summer season (Memorial Day to Labor Day) and during special events during the rest of the year. Exceptions to the minimum hours of operation could still be granted by the DDA.

The loan agreement will be posted so the public is aware of the requirements prior to applying for a loan.

Concern was raised on how to protect against adult entertainment. Adkins advised that protection is provided through the Zoning Ordinance, as well as the DDA's right to deny a loan at their discretion.

Motion by Gillis, supported by Klecha, to forward the draft Loan Agreement and a Letter of Intent to the City Attorney for review and presentation of a final agreement. MCU

#### Changes to State Liquor Licenses

Lockwood explained a newly passed State liquor license law allowing a DDA to purchase one liquor license, at a cost of \$20,000, for every \$200,000 in improvements in the DDA District, providing there is no other license available. There is currently one unused license in the City, however, the high cost being asked by the license holder renders it cost prohibitive and unavailable. The DDA will oppose any extension to this licenses if possible. It was questioned if a local community could or should have the ability to put conditions on approval of a liquor license. Currently, the City Council does not have the ability to place stipulations on liquor license approval.

#### **Other Business**

The Board discussed the Blue Water Bridge Plaza Project and its effect on the County businesses. Due to the difficulty in getting to the north end of Port Huron and Fort Gratiot during the construction period of five to six years, shopping patterns will shift and St. Clair must pursue capturing this shift. The general perception is that the entire county will be negatively impacted, but in reality many communities outside the Fort Gratiot retail area could benefit as businesses relocate.

#### **Tax Incentives**

Lockwood described new federal tax credits available to businesses occupying historic structures and the importance of the DDA learning how to use and promote all available tax incentives.

The 2007 Meeting Schedule was approved as submitted. Meetings will be held at 5:00 pm on the fourth Thursday of every month, with the exception of February (held on February 15), November (held on November 29) and December (no meeting). Some meetings will be held at various locations in the DDA district to be determined at a later date.

Adkins summarized a lecture he recently attended in which the speaker talked about the changes in Michigan's industry and economy, and how the perception of Michigan as a solely automotive environment will be affected. The speaker indicated that it is the "destination communities" that will survive the anticipated demographic changes.

#### **Adjourn**

Motion by Wade, supported by Klecha, to adjourn the meeting. Motion carried unanimously. Adjourned at 6:40 pm.