

Electronic Meeting of the Niles DDA Main Street Board of Director
Virtual Conferencing Meeting Notice
Monday, February 15, 2021 at 6:30pm

In accordance with Gov. Gretchen Whitmer and the Michigan Department of Health and Human Services' recommendations designed to prevent the spread of Coronavirus Disease 2019 (COVID-19) and Executive order 2020-15 declaring public bodies subject to Open Meetings Act can use telephone or video conferencing to meet and conduct business, the City of Niles Downtown Development Authority Main Street Board of Directors will hold such a virtual meeting at 6:30 pm on Monday, January 18, 2021 for the purpose of conducting DDA Main Street business while complying with the Governor's Executive Orders related to COVID-19. For current up-to-date information about Coronavirus, go to:

www.michigan.gov/coronavirus or www.CDC.gov/coronavirus

Members of the public wishing to participate in the meeting through electronic means will access through the following means:

Dial 269-683-4700 x9903 (if attendant answers, ask for extension 9903)

Participant pin 1046 (listen only) 0420 (if you want to speak during the meeting)

This call will be recorded.

If you need TTY : <https://www.fcc.gov/consumers/guides/711-telecommunications-relay-service>

The following are the procedures by which persons may contact members of the public body to provide input or to ask questions about any business that will come before it.

- To help meeting flow and organization, all public comments will be taken at the beginning of the meeting during the public comment section.
- When called on, please state your name and your comment or question.
- The time limit for an individual's public comment shall be 3 minutes.

DDA Main Street Board Members

BRYAN WILLIAMS - President

JUSTIN FLAGEL– Vice President

FREDDA ZEITER -Secretary

CHARLIE SPILMAN-Treasurer

SANDY WHITMYER

WENDY HALDER

AMBROSIA NELDON

APRIL GARGIS

TRAVIS TIMM – Council Liaison

MAYOR NICK SHELTON

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STAFF

LISA CROTEAU

lcroteau@nilesmi.org

CALL TO ORDER
CITIZEN PARTICIPATION
CHAIR REPORT

CONSENT AGENDA 6:30-6:35

1. Consideration of approving the minutes from the December 18, 2021
2. Consideration of approving the Manager & Committee reports.

TREASURER'S REPORT 6:35 -6:45

3. December financials

STAFF REPORT 6:45-7:00 Items for Board Action Introduction of Items for Discussion

4. Hunter Ice Festival Update
5. Grill Grant Update
6. The NODE
7. Restaurant Week Update

BOARD APPLICATIONS -2 openings. Suggest we invite Paul Klimson and Luigi Alberganti to joins the board.

OLD BUSINESS-none

WORKING MEETING

8. StreetScape

DIRECTORS REPORTS

Justin Flagel – Vice Chair, EV Chair
Fredda Zeiter – Secretary, Design Chair
Charlie Spilman- Treasurer
Sandy Whitmyer – Promotions Chair
Wendy Halder
April Gargis
Ambrosia Neldon
Nick Shelton, Mayor
Travis Timm, Council Liaison

ADJOURNMENT

BOARD MEETING MINUTES

DATE/TIME: January 18, 2021

ISSUED: January 19, 2021

LOCATION: Virtual Dial in Phone Board Meeting (In accordance with Gov. Gretchen Whitmer and the Michigan Department of Health and Human Services' recommendations)

PRESENT: Ambrosia Neldon, April Gargis, Charlie Spilman, Sandy Whitmyer, Fredda Zeiter, Wendy Halder, Justin Flagel, Nick Shelton-Mayor,

EXCUSED ABSENCE: Bryan Williams, Travis Timm – City Council Rep

ABSENT:

VISITORS: Luigi Alberganti - Gabrezios, Brandon Townsley – Niles Brewing Co

STAFF: Lisa Croteau – DDA / Main Street Manager

COPIES: All members

CALL TO ORDER: 6:30 pm by Vice Chair Justin Flagel

CITIZEN PARTICIPATION:

CHAIR REPORT: No report

CONSENT AGENDA 6:30-6:43

1. Consideration of approving the minutes from the December 21, 2020
2. Consideration of approving the Manager reports.

A. MOTION WAS MADE BY APRIL GARGIS TO ACCEPT THE DECEMBER 21, 2020 DDA BOARD MEETING MINUTES AND MANAGER REPORT, AND WAS SECONDED BY AMBROSIA NELDON.

Discussion: None

MOTION CARRIED BY UNANIMOUS CONSENT

TREASURER'S REPORT

3. September, October & November financials - Have been received but Charlie has not had time to review them. Lisa feels we're in pretty good shape.

STAFF REPORT: 6:35-6:43

Items for Board Action or Introduction of Items for Discussion

4. Hunter Ice Festival – Considering the Covid-19 impact we had a successful Hunter Ice event. There were about 30 sculptures placed along the sidewalk viewable by car or walking. The cost was about \$20,000, \$10,400 donated and the remainder has been committed by several foundations.
5. Grill Grant - -Permission to spend \$4000 on Meet ME interviews with On Base Productions. We will be advertising this and it will also be on the Web. There may be fund left to have 'Meet Me On Main' videos done for other folks.
6. Move to Project Based vs Committee Based program – This seems to be the natural way to proceed. We will keep the Four Committees but they will all work together on the same project. Lisa will send out the potential Project List for our discussion.

BOARD APPLICATIONS -3 openings. Dan Ashley will not be continuing on the Board but will continue his support. There are several people showing interest in joining us.

OLD BUSINESS - None

WORKING MEETING 6:43 – 7:10

7. The NODE – Is generally going very well. The tables are being upgraded and painted, the wind barriers were moved East so they wouldn't block view of businesses. Everyone realizes that this area needs to be made more aesthetically pleasing. (heaters, change our orange barriers with bollards, decorate wind breaks or change material to something more 'see thru', more advertising of local business, collaborative events, local bands etc.) This will be our Phase II. City Council approved this short term so it will need to come before them again for final approval.
8. Restaurant Week – Scheduled for first week in March. This is in the planning stages.

DIRECTORS REPORTS

Bryan Williams: Absent
Justin Flagel: Active in NODE development.
Fredda Zeiter: None
Charlie Spilman:- Active in the NODE development
Sandy Whitmyer: None
Wendy Halder: None
April Gargis: None.
Ambrosia Neldon: None. Thank you Lisa for your planning of the Hunter Ice event during Covid-19 \ pandemic..
Nick Shelton: None
Travis Timm: Absent

ADJOURNMENT:

A MOTION WAS MADE TO ADJORN AT 7:10 PM

Next Board meetings will occur Monday, February 15, 2021

We believe these minutes reflect the intent of the events, discussions and decisions made during the meeting.
Respectfully submitted,

Fredda Zeiter

UPCOMING EVENTS:

Restaurant Week – First Week of March

(2) Manager Report Feb

Business Update- No one closed. No one opened.

NECI- still on hold due to COVID.

MEDC/MMS/RRC- MATCH ON MAIN: Match on Main opened their 2021 funding round February 9 and it will close March 8. Communities are allowed to submit a maximum of 2 applications. I have posted to notify businesses that are interested to connect with me. RRC communities will be included making 68 communities eligible. Only one grant will be awarded per community.

NODE/Street Furniture/ Outdoor Dining / Social District/ Common Area: Mlive held a Best Outdoor Dining in SW Michigan Contest and The NODE won. An Mlive article will be published the week of Feb 15.

OLD Y DEVELOPMENT: still on schedule to break ground Spring 2021

WEBSITE: looking good. Meet Me Downtown new logo and pages on our website working to have sales. Thank You Kristin & Justin!! A few businesses have product listed on our site. Charles has finished the first Meet ME on Downtown Video. I love it: [Meet Me Downtown Pizza Transit proof 1.mp4 \(dropbox.com\)](#)

3 FINANCIALS -Charlie

4. HUNTER ICE FESTIVAL: We raised \$10470 from the community members and businesses and the balance will be covered by 3 foundations. All in all, it was a successful non-festival Festival. Businesses had business. People came downtown & enjoyed the ice.

5. Grills Grant: [Meet Me Downtown Pizza Transit proof 1.mp4 \(dropbox.com\)](#)

6. Streetscape: Discuss a possible plans.

7. NODE: 2nd Street Dining Area-Approved til April 12. Mlive held a Best Outdoor Dining in SW Michigan Contest and The NODE won. An Mlive article will be published the week of Feb 15. Tables from Leader Publications have been placed in the space, along with overhead lights. Senator Kim LaSata will be holding Office-Hours there Feb 12 from 10a-11a. I'd like to discuss having markets there this summer. Thursday afternoon-evening with artisan goods addition and Sunday Morning -afternoon w/wintage-antique addition. I would like to ask the board to approve up to \$2000 for a topper to be made by Jeff "Damage" Zimmerman for the firepit. He is only charging us for material.

8. Restaurant Week March 1-March 7: Follow EatDrinkNiles on FB and Instagram. Website www.eatdrinkniles.com. HUGE props to Justin Flagel and Kristin Bivens for their work on the website/social media and banners designs! Eileen from the Chamber secured \$5700 in sponsorship! Laura Tuthill secured in-kind from the B100 Radio group. 41 independent food businesses in 49120 were invited to participate. 18 are participating (below) =43% are participating- *Main Street District businesses (11) are highlighted in yellow:*

- Apothica Teas
- Brew Ha Ha Café
- Create Bar & Grill
- El Amigo Pepe's
- Front Street Pizza Pub
- Gabrizio Italian Café & Bakery
- Iron Shoe Distillery
- Jay's Lounge
- Jim's Smokin' Café
- Joey Armadillo's
- Lakeside Bar & Grill
- Niles Brewing Company
- The Nuggett
- Pizza Transit
- Plaza Restaurant
- Prime Table Restaurant
- Veni's Sweet Shop
- Wings Etc.

www.eatdrinkniles.com

